

## JOB DESCRIPTION

<b>Job Title</b>	Workforce Development & Employability Manager (Maternity Leave Cover)
<b>Salary</b>	£30,126 - £34,760 per annum
<b>Level</b>	Level 2
<b>Responsible to</b>	Strategic Lead (Health Integration) (Level 4)
<b>Key External Partners</b>	Education; FE/HE establishments; NHS; Local Authorities, OHID, Sport England; VCSE organisations; CIMSPA and other training providers

### Purpose

Lead the development of a coordinated workforce approach that promotes physical activity, tackles inactivity, and creates clear pathways into volunteering and employment opportunities. Build capacity across sectors, support employability initiatives, and strengthen community engagement through volunteering and leadership opportunities.

### Key Themes & Responsibilities

- Facilitate the development of a local workforce approach that integrates physical activity, volunteering, and employability pathways.
- Lead employability initiatives, including youth volunteering, leadership programmes, and skills development.
- Engage with employers and training providers to create new opportunities and strengthen connectivity.
- Co-create employability and volunteering events with partners to meet local needs and reduce health inequalities.

- Provide volunteering support, connecting host organisations with communities.
- Support delivery of events and programmes such as walk leader schemes and place-based initiatives.
- Design and manage needs-led training offers, embedding employability skills and safeguarding standards.
- Represent Rise across networks, advocating for inclusive physical activity and workforce development.
- Collaborate internally and externally to integrate volunteering and employability into strategic objectives.
- Contribute to an inclusive working environment where diversity is valued and each team member is able to contribute to, promote and uphold equality, diversity and inclusion through everyday actions.
- Attend training and development opportunities relevant to the post and/or self-development opportunities.
- Any other duties as reasonably required, commensurate with the grade and remuneration of the post.

## Number of Reports

Direct Reports: 0

Indirect Reports: 0

## Practical Requirements

The post holder must:

- Operate firmly within the charity's Behaviour Framework at all times.

# RISE.

- Be a leading advocate for the benefits that physical activity and sport can play in developing communities and individuals.
- Ensure compliance with Rise's internal procedures and all legal requirements.

Last updated: November 2025

Date of next review: October 2026