

The Prison Phoenix Trust

Job Description and Person Specification

Digital Yoga Coordinator

Job title:	Digital Yoga Coordinator
Reporting to:	Development Lead
Work base:	Remote
Travel required:	A remote and in-prison role. Travel to a prison in the south of England required in pilot phase.
Salary:	£31,067 FTE, pro rata 1 day a week & contributory pension scheme. Fixed term contract for an initial 9 months, with potential to extend to 24 months.
Days worked:	No set days but must be available for coordinating role in a pilot prison and meetings as required during office hours

The Prison Phoenix Trust

The PPT is the leading expert in meditation and yoga in prisons in the UK and Ireland. Since 1988 we have supported the personal development and rehabilitation people living in prison, through 121 mentoring, group yoga classes, peer support newsletters and resources such as books and DVDs that help people practise yoga and meditation in their cells. We deliver the British Wheel of Yoga's accredited training *Teaching Yoga in Prison*.

A small staff and volunteer team based in Oxford works with a network of self-employed yoga and meditation teachers across the UK and Ireland. This new role is part of a new initiative to evaluate and develop our new in-cell laptop-based resource for people in prison.

The Role

The potential for yoga courses delivered through laptops in prison cells is a new development for The Prison Phoenix Trust. A 2-year research programme, evaluating the effectiveness of yoga delivered in this way comprises a 9-month pilot and initial evaluation in a prison in the south of England followed by expansion to a larger number of prisons across England and Wales.

The Digital Yoga Coordinator will play a key role in driving the participation and take-up of online yoga and meditation courses with prisoners, supporting their enrolment and involvement and evaluating the effectiveness of yoga delivered in this way. They will work closely with The PPT staff team, an independent researcher, prison service staff and service users themselves.

The ideal candidate has a strong understanding of yoga practices, digital content creation, and engagement strategies. Previous prison experience is a plus.

Key responsibilities

1. Course Creation and Development:

- Collaborate with The PPT's yoga teaching staff and prison specialists to design, plan, and develop yoga and meditation course modules suitable for prison students.
- Create or curate from existing content a variety of content formats including video demonstrations, tutorials, audio guides, and written guides.
- Structure the course to ensure a logical progression that supports skill-building and student engagement.
- Structure the course to facilitate collection of meaningful data on the impact of course participation on learners.

- Ensure course content exercises a trauma-informed approach and is accessible to all prisoners, including those with learning disabilities or special needs.

2. Platform Management

- Troubleshoot technical issues by working with prison staff to ensure suitable format for development and delivery.
- Ensure smooth user experience.

3. Prison Community Engagement

- Raise awareness of the positive impact yoga and meditation can have on rehabilitation outcomes within the pilot prison community.
- Identify and build relationships with allies within the pilot prison community.
- Actively promote The PPT's online yoga and meditation course to prisoners, highlighting the benefits of participation in terms of personal development, skills acquisition, and future reintegration into society.
- Develop and deliver engaging informational sessions, workshops, and resources to ensure that prisoners are aware of available opportunities.
- Create a positive and encouraging environment that motivates prisoners to take part in The PPT courses.
- Assist prisoners with the enrolment process, ensuring they understand the steps involved and the requirements for course participation.
- Act as a liaison between prisoners and prison staff, ensuring smooth communication and addressing any concerns or barriers to enrolment

4. Data Monitoring and Reporting:

- Work with The PPT's Independent Researcher to collect and analyse data on the uptake of the digital yoga and meditation course, preparing reports as required on participation trends and outcomes.
- Monitor the effectiveness of engagement strategies, suggesting adjustments where necessary to improve take-up and overall success rates.
- Work with The PPT's Independent researcher to collect and analyse data on the impact of participation in The PPT online yoga course on learners' wellbeing and other indicators as required.

- Report on prisoner needs, preferences, and suggestions for improvement of future courses.

Skills and Qualifications:

Essential:

- Certified yoga instructor with minimum of 5 years teaching experience, including expertise in trauma-responsive yoga.
- Strong communication skills, in verbal, written and video format, with the ability to engage and inspire prisoners to participate in educational and wellbeing programmes.
- Knowledge of the barriers to learning and wellbeing that prisoners may face, and strategies to overcome them.
- Ability to work with a diverse range of individuals, including those with different educational backgrounds, mental health needs, and life experiences.
- Strong organisational skills with the ability to work independently and meet deadlines.
- Experience in data collection and reporting to evaluate the effectiveness of programmes.
- Passion for helping others improve their physical and mental well-being through yoga and meditation.

Desirable:

- Experience teaching yoga and meditation in prison.
- Experience in creating online courses or digital content.
- Previous experience in a user engagement role, particularly in the context of vulnerable or marginalised populations.
- Proficiency in video recording and editing software

Working Conditions

- This role is partly based in a prison and will require a high level of security clearance.
- The work environment may be challenging, requiring resilience and the ability to engage with prisoners who may have complex needs.

Salary and Benefits

- Starting salary £31,067 Full Time Equivalent, pro-rata 1 day a week & contributory pension scheme.
- Flexibility of work includes occasional early starts, travelling to prison/s and taking part in prison workshops.
- Paid leave: Staff are entitled to 20 days annual leave per year, plus bank holidays, pro rata for part time roles. In addition, staff are entitled to leave on any normal working days falling between Boxing Day and New Year's Day.

Application Process:

Submit application as soon as possible to meet a rolling recruitment programme. Apply with a CV and covering letter about interest in and suitability for the role, sent to **recruitment@theppt.org.uk**

This job description does not form part of the contract of employment and is subject to change in accordance with the needs of the organisation. The post holder will work at all times in a way which is consistent with the organisation's commitment to equality and opportunity. The PPT operates an equal opportunities policy.

November 2024