



Recruitment Pack

**Development Manager
(Barnsley and Doncaster)**

**Development Manager
(Rotherham)**

The application link at the end of this document will allow you to apply for one or both roles.



Yorkshire Sport Foundation | Nepshaw Lane South | Morley | Leeds | LS27 7JQ
Yorkshire Sport Foundation | registered as a company limited by guarantee in England and Wales: 7633990
Registered charity in England and Wales: 1143654



“

We know moving more, being active or taking part in sport can help people to improve their lives. ”

Dear candidate,

We are clear in our ambition for it to be easy and enjoyable for everyone in Yorkshire to be active. We believe moving more, being active or playing sport can help people to improve their lives. Many people already benefit from being active but too many people also face challenges to build activity into their day-to-day lives.

Being active needs to be woven into the thinking, planning and delivery of many people in a huge range of organisations who help shape our lives on a daily basis.

We believe physical activity and sport has a big role to play in improving the physical and mental health of the region, supporting the economy, connecting communities and rebuilding a stronger society for all.

Across two city regions, nine districts and thousands of diverse communities, South Yorkshire and West Yorkshire is large. It is a mix of urban and rural locations, and dense in population, with over 3.7 million residents.

We share a rich cultural mix with a range of different ethnic groups and unique and distinct communities with diverse and strong heritages and identities.

Our people and places matter to us – because we are passionate about Yorkshire and because we know that where we live influences how we live.

Thank you for showing an interest in joining us.

Nigel Harrison
Chief Executive



Development Manager

(Barnsley and Doncaster)

£31,836 - £36,300 | Permanent



Are you a collaborative leader that thrives on making a positive difference to people's lives? Do you have the skills to connect, influence and support people and partners to create conditions for everyone to live active lives? Are you passionate about tackling inequalities to help address many of society's biggest challenges?

The role

You will develop, foster and manage relationships across both Barnsley and Doncaster. You will contribute to the Active in Barnsley and [Get Doncaster Moving](#) strategies, and support collaborative working by coordinating activity and nurturing relationships that result in people being more active, particularly people living with the greatest challenges who will benefit most.

You will work at the forefront of policy, process and practice, shaping current thinking and influencing local approaches to increasing activity and tackling inequalities. This is a varied and exciting role for an enthusiastic and confident manager.

You can expect to spend more of your time in Barnsley compared to Doncaster. This is due to existing capacity and resource allocations in Doncaster through the Sport England Local Delivery Pilot. There will also be opportunities to take on work across multiple districts supporting South Yorkshire priorities through [South Yorkshire Combined Authority](#) and [South Yorkshire Integrated Care System](#).

You will join an experienced team at Yorkshire Sport Foundation that is committed to delivering our vision of a vibrant, healthy and prosperous Yorkshire through people moving more. We are proud of our working culture, strong teamwork and values which are at the heart of everything we do.

Who you are

We'd love to hear from you if you have the following:

Skills

- Leadership and influence
- Project management
- Strong communication, facilitation and interpersonal skills

Ability to

- Confidently manage change
- Build and maintain strong collaborative relationships with stakeholders
- Make an impact using a variety of different approaches
- Travel around South Yorkshire and West Yorkshire.



Applications close at **12 noon on Monday 4 April.**



Interviews will take place online in the week commencing **Monday 18 April.**

Development Manager

(Rotherham)

£31,836 - £36,300 | Permanent



Are you a collaborative leader that thrives on making a positive difference to people's lives? Do you have the skills to connect, influence and support people and partners to create conditions for everyone to live active lives? Are you passionate about tackling inequalities to help address many of society's biggest challenges?

The role

You will develop, foster and manage relationships across Rotherham. You will contribute to and lead areas of work on behalf of the Rotherham Health and Wellbeing Board and the [Moving Rotherham partnership](#).

Collaborative working is at the heart of the role to coordinate activity and nurture relationships that result in people being more active, particularly people living with the greatest challenges who will benefit most. You will work at the forefront of policy, process and practice, shaping current thinking and influencing local approaches to increasing activity and tackling inequalities. This is a varied and exciting role for an enthusiastic and confident manager.

This role is part-funded by Rotherham Council Public Health and [Rotherham Clinical Commissioning Group](#). You can expect to work across multiple organisations with a varied work programme. This includes supporting Rotherham Health and Wellbeing Board achieve their priorities for physical activity, which are:

- All public sector anchor organisations doing what they can as employers to get and keep their workforces active.
- Creating the conditions to normalise physical activity.
- Training front line workers across multiple organisations (prevention, early intervention and clinical) to be confident to talk about and signpost people to being active.
- Strengthen local social prescribing structures; including building the confidence of GPs and other prescribers to talk about the benefits of physical activity and refer

An additional focus will be on guiding the vision and strategy for Moving Rotherham, to build a co-ordinated approach to physical activity across the district.

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About us

Yorkshire Sport Foundation is a high-performing [Active Partnership](#) and a National Lottery funded charity, supporting organisations across the nine districts of South Yorkshire and West Yorkshire. We want to make activity part of everyone's life.

We believe in the power of activity to change people's lives. Our vision is a vibrant, healthy and prosperous Yorkshire through everyone moving more, supporting the work of local, regional and national organisations.

A quarter of us are inactive – as a charity we work closely with partners to help individuals and communities build healthy habits for life.

Our role is to connect, influence and provide support for movement, physical activity and sport, increasing and improving the many ways people can take part and get active.

Connect

We bring together hundreds of organisations and thousands of people who can make a difference in people's lives through movement, physical activity and sport.

Influence

We know we need to influence the many to realise our vision – and this means building trusting relationships, a common purpose and shared values.

Support

Our charitable status, Sport England Lottery funding and membership of the Active Partnership network enables us to invest through our partners and local communities as and where needed.



Find out more at www.yorkshiresport.org/about



What is the team like?



Gayle

Development Manager (Wakefield)

What's the most rewarding part of the job?

The variety. One day I'll be in a meeting with leaders of local organisations talking about how we influence decision making and then other days I'll be out and about in a community centre or sport club joining in with some of the activities we've funded.

What gets you out of bed in the morning?

Like loads of people, I'm not naturally good at anything sporty and my motivation goes up and down, but being physically active helps me stay happy and well. For me, this job gives me an opportunity to share that benefit and my own experience helps me to understand other people better.

James

Director of Local Support and Partnerships

What makes a good Development Manager?

A person that is curious, keen to learn and comfortable speaking to a wide variety of people. Someone that finds it easy to build relationships and connections, with the ability to facilitate multi-agency discussions and action, will progress well in these roles. An empathetic, flexible and fun approach to work are qualities I see every day across the team.

What gets you out of bed in the morning?

For me it's about supporting the team and making sure we all have what we need in order to make a positive impact on people's lives.



Tom

Development Manager (Sheffield)

Based on your expectations of the role before you started, has anything taken you by surprise?

Not really. I came from a similar role at Sheffield City Council but I think the main thing I have noticed is the trust and responsibility I'm given to do the right thing for my district.

What sort of person do you think makes a good development manager?

You have to care. Be passionate about helping people to help themselves.

Be a good person, show interest, create relationships and, importantly, work at them.

Our values

The team is driven by our values which means that we behave and make decisions based on these shared values which hold true for us all.

They act as the 'golden thread' of our culture and are important to us as individuals, as a collective, and they contribute to the ambitions we share.

Values are at the heart of how we connect, influence, and support; how we interact with each other, and how we work and make decisions together to achieve results.

They are the lifeblood of the company. Combined with our collective skills, experiences, objectives and strategy; they make us the successful group of people we are.



Passion

Being enthusiastic and believing in what we are doing.



Fairness

Being fair and caring in our interactions with a focus on tackling inequalities.



Integrity

Being honest, dependable and doing what we've said we'll do.



Trust

We will be trustworthy and trust each other.



Learning

Being open to learning about ourselves and others, and what we need to do to excel.



Teamwork

Together we will achieve.

Employee benefits

We offer:



27 days holiday

Rising to 32 days after five years (FTE). Opportunity to buy additional holiday.



Company sick pay

Full pay for varying periods of time, dependent upon length of service.



Commitment to diversity and inclusion

We have completed the Disability Confident self-assessment and are taking all the core actions to be a Disability Confident employer.



Group Personal Pension

Employer contribution of 6%



Internal and external learning and development opportunities

Plus regular reviews to support you.



Group Life Assurance

Four-times salary (subject to Insurance underwriting terms).



Flexible working

Including working from home.



Company maternity pay

Plus:



Tech and cycle schemes

Savings on purchases of bikes and computers, with payments to be made monthly through salary sacrifice



Paid time off for volunteering



Free eye tests



24/7 access to an Employee Assistance and GP Helpline for you and your family

What's it like to work here?

What our team say



of the team strongly agree/ agree that they would recommend us as an employer to family and friends.



of the team strongly agree/ agree that they enjoy the work they do.



of the team strongly agree/ agree that people in the company support each other.



of the team strongly agree/ agree that they can balance both job and family responsibilities.

“

I have never been as happy in a job as I have been working for this company. YSF has not just enabled me to grow professionally but personally too. ”

“

My horizons have been broadened and I am extremely grateful to have this opportunity to be part of such a good team and company. ”

“

In the current situation (Covid), YSF has been so supportive around my current circumstances. The fact that our main priority has been to look after ourselves and our families sums up what this organisation is about. ”

Our statement on diversity and inclusion

We include everyone, as we believe sport and physical activity is for everyone.

We are building a culture where difference is valued because we believe diversity drives empathy, a sense of belonging and innovation. We still have work to do, and we know a diverse team has a positive impact on everything we do, helping us better serve our communities and partners.

We are passionate about reducing inequalities in our communities and providing everyone with the opportunity to move more, be physically active or take part in sport.

Each of us contributes to this mission – we all have a role to play.

For some of us it means finding the courage to stand up and speak out. For others, it means listening with patience and empathy, ensuring everyone feels heard and valued.

For all of us it means asking questions, challenging unfairness and appreciating one another's contributions to helping the people of South Yorkshire and West Yorkshire lead healthy, active lives.



Our statement on climate change and sustainability

We recognise that climate change and people's health and wellbeing are closely connected; research shows us that global changes in our environment can have a substantial impact on people's ability to lead healthy active daily lives - with the most vulnerable in our communities particularly being most adversely affected.

In our role at Yorkshire Sport Foundation, we aim to promote and develop movement, physical activity and sport through our work with partners, in ways that support the wider sustainability agenda.

We know, for example, encouraging people to walk and cycle rather than use motorised transport, to eat healthier using locally produced foodstuffs, and to use our open, green spaces are clear examples of ways we can support which will bring both health benefits and reduce climate impact.

We have a way to go in further understanding and defining our role, ambitions and actions regarding climate change, yet firmly commit today to these two principles in all our work:

- To manage our organisational activities in an environmentally sustainable way.
- To advocate with partners the value of movement, physical activity and sport in creating a more sustainable world.



Job description (applicable to both roles)

Post title:	Development Manager
Reports to:	Director of Local Support and Partnerships/Director of Development
Hours of work:	37 hours per week
Location:	The main headquarters of YSF is at Morley (Leeds) although a number of posts are located remotely with our partners. The post holder is expected to adopt a flexible approach to their work.
Salary:	£31,836 - £36,300 per annum (plus travel expenses, pension contribution and generous benefits).

Duties and responsibilities

Vision and leadership

- Provide leadership in establishing well connected and high performing networks that work within and across our diverse neighbourhoods and communities, nine districts and the two sub-regions in South Yorkshire and West Yorkshire, to create the conditions for active lives.
- Coordinate and implement opportunities for everyone to lead more active lives and support the growth and development of these opportunities through a variety of approaches, projects and programmes.
- Ensure a focus on tackling inequalities in activity levels to deliver the aims of the YSF strategy.
- To provide team leadership to Development Officers and support their growth and development through an inclusive environment.

Strategy and planning

- Work closely with internal and external colleagues to ensure co-ordination, collaboration and alignment of approach to physical activity and sport leadership in a specific geographical place or through a specialist themed area.
- Contribute to a collective 'whole of systems' approach to physical activity policy, process and practice.
- Build on existing work to continue to learn, understand and voice the impact YSF and our partners have.

Team working

- Develop strong connections with other colleagues across YSF and support, advise, and provide constructive feedback to others.
- Display personal behaviours that model best practice and alignment with our shared company values.

Stakeholder engagement

- You will instigate, develop and manage effective relationships with a variety of different people, groups and organisations at local, regional and national level.
- Develop and manage relationships with external partners (particularly in other relevant policy areas such as health, transport, education, local government), to support better strategy development, policy, operational and investment decisions.

Project management

- To effectively and efficiently scope and plan projects to meet deadlines, maximise resources, prioritise activities and report on progress and outcomes.

Additional responsibilities

- Work flexibly to respond to changing organisational requirements and carry out any other duties which may arise from time to time.
- Follow policies and procedures in relation to other matters such as Health and Safety, Safeguarding, GDPR, Financial procedures.

Person specification

The skills, abilities and knowledge required for the role:

- Ability to lead successful collaborative working with a variety of stakeholders and groups
- Established leadership skills to influence individuals and facilitate collective action
- Practical skills in project management, meeting deadlines and prioritising work
- Ability to confidently manage change through empowering communities and influencing stakeholders
- Committed to continuous improvement, learning and reflection of own and others work
- Ability to use analytical skills and appraise data and insight
- Effective at building and maintaining strong relationships with stakeholders, with the proven ability to appropriately challenge and earn the confidence of senior stakeholders
- Excellent communication skills
- Strong commitment to deliver quality work and outcomes with a focus on fairness, diversity and inclusion
- Self-motivated and able to work alone on occasions, juggling multiple priorities and dealing effectively with pressure
- Strong team working and collaborative working skills
- Values driven individual with the ability to evidence the importance of values to own life and work
- Knowledge of the landscape that affects physical activity and sport, and the range of organisations and agencies, both sporting and non-sporting, who are involved (desirable but not essential)
- Ability to use a range of IT skills
- Ability to travel independently around South Yorkshire and West Yorkshire.

Please make sure that you demonstrate your ability to meet the requirements of the job by giving clear, concise examples of how you meet each criteria on your application form.

We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled people. We have tried to do this, but if you have a disability and identify any barriers in the job description or employee specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.



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Contact us with any queries on jobs@yorkshiresport.org



Follow us on 
[@YorkshireSport](https://twitter.com/YorkshireSport)

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