



**Position:** Senior Manager Disability

**Location:** Flexible

**Salary:** £37,336 p.a. (London), £33,256 p.a. (National), plus generous package

Sport England is looking for an outstanding individual to join its disability team to help deliver its new strategy, Towards an Active Nation.

Our vision is that everyone in England, regardless of age, background or level of ability, feels able to engage in sport and physical activity. Nearly half of all disabled people do less than 30 minutes of physical activity a week and only 42% reach the recommended amount of physical activity each week. We need to change this and you can help us do that.

In Towards an Active Nation we are prioritising demographic groups who are currently under-represented in terms of their engagement with sport and physical activity. This includes many different groups such as women, older people, disabled people, and people from lower socio-economic backgrounds.

We are looking for a Senior Manager to join our high performing disability team, which is part of a new directorate leading on inactivity. You will also work closely with other directorates and teams across Sport England to make sure that we deliver effectively to disabled people across all areas of our work.

The role will have responsibility for leading on several relationships with key partners to influence these stakeholders in relation to the delivery of our disability ambitions as set out within our strategy.

You will also be responsible for overseeing some of our existing disability investment programmes, ensuring these have the greatest impact possible and increase the number of people engaged in sport and physical activity.

We are looking for someone who has significant experience of disability and has worked on projects or programmes that have influenced disabled people. An ability to successfully project manage is essential. However most important of all is the ability to manage relationships and successfully influence change at a senior level to deliver strategic outcomes.

Interested? Discover more by visiting <https://www.sportengland.org/careers/jobs-at-sport-england/> for further information or to apply.

*Sport England actively promotes diversity in employment and sport and welcomes applications from all parts of the community.*

## Job Description

**Job Title:** Senior Manager Disability  
**Directorate:** Inactivity – Disability Team  
**Reports To:** Head of Disability  
**Level:** 5

### Job Purpose

Under the direction of the Head of Disability in the Tackling Inactivity Directorate, the post-holder will focus on developing and managing projects and relationships which deliver against our objectives in Disability.

The post-holder will be expected to provide advice, support and challenge to a range of partners and colleagues to deliver Sport England's objectives in Disability

### Team KPIs

**KPI 1:** Increase in the percentage of disabled population taking part in sport and physical activity at least twice a month

**KPI 2:** Decrease in the percentage of disabled people physically inactive

**KPI 3:** Increase in the percentage of disabled adults utilising outdoor space for exercise/health reasons

**KPI 6:** Increase in the percentage of children achieving physical literacy

**KPI 7:** Increase in the number of disabled people volunteering in sport and physical activity

**KPI 8:** The demographics of volunteers in sport to become more representative of society as a whole

### Dimensions

- **Direct Reports:** None.
- **Budget:** Management of award budgets where applicable.
- **Location:** Flexible. There will be extensive travel across England, including regular meetings in London

### Key Contacts:

- **External:** A wide range of organisations including large national disability organisations, charities, disability sport organisations, and sports bodies.
- **Internal:** Other teams within the Inactivity Directorate, particularly the Health Team. Cross directorate liaison including local delivery teams and support functions such as Grants and Finance.

Key Duties and Responsibilities	% Time
Operational effectiveness <ul style="list-style-type: none"> <li>• Lead the Take-up programme and the extension funding awards – oversee relationships with partners funded through this programme including Parkrun; Aspire; Disability Rights UK, Sense, IMAS.</li> <li>• Lead, with support from the Head of Disability the successful delivery of key programmes and other agreed areas of disability work across the organisation.</li> <li>• Lead, with support from the Head of Disability, the development and implementation of key tools, resources, and insight in Disability</li> </ul>	50

<p>that can be used to underpin projects designed to change the behaviour of disabled people.</p> <ul style="list-style-type: none"> <li>• Act as the first point of contact for all SE colleagues and ensure the continued provision of good quality advice and support in disability ensuring that colleagues can deliver effectively to disabled people in their area of work</li> <li>• Provide support, appropriate development and sharing of knowledge of the disability and community sports sectors, and how these sectors can help decrease inactivity amongst disabled people.</li> </ul>	
<p>Relationship Management</p> <ul style="list-style-type: none"> <li>• External: Develop and manage effective working relationships with key partners to influence stakeholders in relation to the delivery of our disability ambitions as set out within Towards an Active Nation.</li> <li>• Internal: Build and maintain effective working relationships with colleagues across all directorates with a focus on Insight, Health, and Facilities to ensure that our investments support the delivery of our disability ambitions as set out within Towards an Active Nation.</li> </ul>	40
<p>Ad hoc</p> <ul style="list-style-type: none"> <li>• Work flexibly within the Disability Team and Tackling Inactivity Directorate, and contribute to organisational-wide projects as required, ensuring successful implementation and review.</li> <li>• Work flexibly to carry out any other duties that are within the colleague's skills and abilities whenever reasonably required.</li> <li>• Follow Sport England's policies and procedures in relation to other matters e.g. Health &amp; Safety, Procurement and Financial control</li> </ul>	10

### Key Behaviours

1. **Creating & conceptualising** - Open to new ideas and experiences. Seeks out learning opportunities. Handles situations and problems with innovation and creativity.
2. **Adapting & coping** - Adapts and responds well to change. Manages pressure effectively and copes well with setbacks
3. **Communicating, persuading & influencing** - Communicates and networks effectively. Successfully persuades and influences others. Relates to others in a confident and relaxed manner.
4. **Principles & values** - Puts people first, working effectively with individuals and teams, clients and staff. Behaves consistently with clear personal values that complement those of the organisation
5. **Leading & deciding** - Takes control and exercises leadership. Initiates action, gives direction and takes responsibility.

Person Specification
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The additional skills, knowledge and experience required.

**Essential**

1. Educated to degree level in a relevant subject or equivalent level qualification or significant experience of working at a similar level in specialist area
2. Proven experience in a disability related project or programme design and evaluation
3. Previous experience of managing successful programmes and monitoring the performance of partners and/or the impact of programmes.
4. Significant previous experience of managing relationships with external partners and advocating successfully on behalf of the organisation to influence the delivery of services.
5. Strong organisational, research and analysis skills.
6. Strong written and verbal communication skills, including the ability to present complex messages.
7. Previous experience of working within a politically sensitive environment.
8. Strong influencing skills with proven success at influencing at a senior level.
9. Intermediate MS Office skills

**Desirable**

1. Practical knowledge of a formal project management methodology and proven ability of applying this.