

Wellbeing Lead

September 2021

Sported
Job Information Pack



Note from our CEO

Thank you for expressing an interest in this important and exciting new role.

It has never been a harder time to be a young person growing up in the UK. One in four children live in poverty; recorded knife crime has more than doubled in the past 5 years, 80% of young people note their mental health has worsened in recent months and youth unemployment is at an all-time high. With youth provision reduced by over 40% since 2015, an already challenging future has been exacerbated by Covid-19 which has disproportionately affected the most disadvantaged and widened inequalities.

Amidst the gloom, thousands of community sports groups operate, not to create the next sporting superstar but to remove barriers from young people's lives to allow them to thrive against the odds. We are the UK's largest network of community sports groups and we exist to provide our groups with the skills and funding needed so they can become sustainable and deliver services to those most in need. One objective of our new four year strategy is to improve mental health and wellbeing both in and through sport.

If successful, you'll be joining a remarkable Sported team of 40 people with backgrounds and specialisms ranging from social/youth work and business development to sport development and econometrics. The delivery team are local to their members and reside across the UK. We also have a central office in Borough, London. Our team are working hard internally to improve and grow our culture of inclusion and acceptance for all.

Even more capacity is provided by our skilled, knowledgeable and passionate volunteers, who now number more than 300, and who work with the leaders of our member groups – most of them also volunteers – to build the effectiveness and sustainability of their organisations, so that they can do what they do best: positively influence and change the lives of young people.

For more information about Sported; our services and our impact, please see www.sported.org.uk

Whether or not you apply for this role, and whether you are successful or not, I'm grateful to you for considering bringing your skills and energy to Sported and our wonderful members.

Yours faithfully,



Nicola Walker, Sported CEO



Reach. Include. Empower

In our new 4 year strategy, we will strengthen the local workforce and build the resilience of community sports groups.

Through our network of 2,500 grassroots groups, we will improve wellbeing, tackle inequalities and connect communities.

We know sport and physical activity can have **wide ranging benefits** for young people, communities, and society.

For the next 4 years, we have identified 3 priority areas – **wellbeing, equality and community** – that are both hugely relevant and important within the current environment, and also where we believe Sported has the **expertise and experience** to have the biggest impact.

At the heart of our work will remain our **long-standing commitment** to support the **passionate, dedicated local people** who are running vital community sports groups across the UK and **building the resilience** of these groups, so that they can survive and thrive.

Our vision

We want every young person to have the same opportunity to fulfil their potential.

Our purpose

Helping community groups survive, to help young people thrive.

The Clubhouse



Our values

Demonstrate
integrity

We **lead** by example

We are honest, open and
trustworthy

We are **diligent** and
committed

We are willing to **challenge**
and be challenged

Commit to
inclusion

We are positive, **supportive**,
and approachable

We **value** an inclusive
culture

We demonstrate respect
and **equality** for all

Be
people
led

We are led by the **needs**
of our network and
volunteers

We invite feedback and
respond quickly

We **collaborate** and
support our colleagues

Drive
change

We are **innovative** and
make things happen

We strive for **continuous**
improvement professionally
and personally

We make a significant
impact to communities and
young people

Spoted staff benefits

Volunteer Days – **two additional days of paid leave each year to volunteer** for another charity or Spoted members

Flexible working arrangements, including working from home and flexibility around caring responsibilities

A confidential counselling service is available to all employees free of charge

Annual leave entitlement of 25 days, in addition to public holidays (pro-rata for part-time colleagues)

Access to a **Pension Scheme** to give you peace of mind

Virtual **Diversity & Inclusion 'Open Space'** every fortnight where the team support each other and educate on issues such as racism

A Spoted **'Culture Club'** made up of six members of staff, who come together to discuss Spoted staff culture, issues and promote innovation

Cycle to Work Scheme available to support our commitment to promoting healthy living

Discounted offer for a **12-month Tastecard+ membership** for £29.99 (RRP £79.99), giving you access to an array of discounts across food, shopping and entertainment.

Daily Exercise is actively encouraged at Spoted, including 'run club' and other activities for those based in local teams.

Personal growth is a key component to the success of our organisation, at Spoted we invest in learning and development opportunities

'Learning Lunch', a timetable of **in-house virtual training sessions** where staff learn from each other on a variety of subjects related to our work

Up to five days
paid study
leave for
self-funded
education /
training

At Spoted, the wellbeing of our staff is paramount, we are proud to offer benefits to promote a happy and healthy team



Role overview and responsibilities

Role overview

Thanks to funding from **The National Lottery Community Fund**, Sported is appointing **three exciting new roles** to deliver our new four year strategy and create a **step change in support** for our network.

Sported is **primed and ready to play our part** in improving **wellbeing support** available to our Network and is looking for a driven individual to **spearhead** this work. This innovative role will take the **learning from Sported's 'Time in Mind' project** to grow and support the offer to members. Resulting in **additional insight** into the **key challenges** faced by individuals, communities and young people, enabling Sported to **advocate** on behalf of our network.

As the new Wellbeing Lead you are **passionate** about **making a difference to people's lives** through the **power of sport**. You will bring not only a **strategic ability to connect key strands of work**, but **project management** experience to ensure effective delivery of wellbeing projects.

Job title:	Wellbeing Lead
Reporting into:	Head of Network Services
Hours:	Part-time (22.5 hours)
Contract:	Permanent
Salary:	£30,000FTE
Location:	Flexible
Annual Leave:	25 days in addition to statutory bank holidays (Pro-rata)

Internal relationships:

- Head of Network Services
- National Managers
- Insight & Strategy team
- Field team
- Network services

External relationships:

- Sported members & volunteers
- Sported sector partners
- Mental Health partners

Role responsibilities

Spoted Network

- To **create** and **lead delivery** of our wellbeing programme for members – specifically **mental health workshops** and responding to **identified needs** within our network
- Lead and **support** a cluster of member groups to **co-design** a programme of work focused on areas of wellbeing and mental health to **support their young people**
- Work with the Training, Resource and Events Coordinator to **produce** and **promote relevant resources** to support members with different areas of **wellbeing for themselves and for their young people**
- Work with Volunteer Services to **identify wellbeing needs** of volunteers and **support creation** and **delivery** of a wellbeing programme
- **Develop partnerships** working with the Services and Benefits Manager to bring additional benefits to members and volunteers (e.g. free access to resources and training from external partners)
- **Share best practice** from groups within our network who are addressing health and wellbeing.

External focus

- **Identify** and **respond** to key external **trends around wellbeing and mental health** to ensure Spoted remains current and proactive in this area
- **Manage external relationships** with wellbeing stakeholders
- Advise and support Spoted team with **developing new partnerships** and **fundable programmes** of work relating to mental health and wellbeing, ensuring all new work is directly linked to identified need
- Working in collaboration with the Internal Comms lead to **communicate wellbeing initiatives and programmes**, responding to feedback and queries as needed
- **Celebrate wellbeing** through organised events, workshops and awareness sessions
- **Grow our insight** on the **challenges young people face** which impact their wellbeing.

Internal focus

- **Staff wellbeing** – create a programme of support for staff to encourage well-being
- **Develop partnerships** to support staff well-being (e.g. free eye-tests)
- Work with Comms lead on **'awareness weeks'** with a focus on staff e.g. mental health and other events of relevance to our team of diverse staff

Person specification

Knowledge and experience

Essential knowledge & experience

- At least **3 years in a similar role**, or demonstrable relevant experience
- Experience of working in a **membership/network organisation**
- Experience of **driving wellbeing/mental health initiatives**
- Experience of **project management** or **coordination**
- Experience in working with and **understanding data**
- Excellent **communication skills** with the ability to **influence** and **support stakeholders** such as member groups, volunteers and colleagues

Desirable experience

- Good **understanding** of the **sport industry** and sports **wellbeing landscape**
- **Links with key stakeholders** or practitioners within the sports and physical activity sector
- **Setting up projects** or programmes from conception to delivery
- **Personal network** and connections within the wellbeing sector
- Experience of **working remotely**

Skills and attributes

Essential skills & attributes:

- Highly **motivated and self-driven** with an ability to prioritise own workload
- Excellent **communication skills**, both written and verbal
- Strong **influencing and advocacy skills**
- Excellent **attention to detail**
- Strong **interpersonal** and **relationship management** skills
- Innovative, **empathetic**, curious and **courageous**

Personal qualities:

- **Commitment** to the **mission of Sported**, understanding the positive change sport can make in young people's lives
- **Able** and **willing** to work outside of office hours, as required
- Set up to **work from home** - if not based in London (tech provided)
- **Willing to travel** to regional areas and occasional UK wide team events
- Full UK **Driving licence** and access to a vehicle



Recruitment timetable

Closing date for applications: **Wednesday 13th October at 9am**
Notify successful applicants: **by Friday 15th October**
Interviews: **w/c Monday 18th October**
Role commences: **ASAP**

To apply for this role please head to our [website](#) where you will find a link to our online recruitment portal. You are required to upload your CV and answer questions showing how you meet the essential requirements of the role.

Please note: Only successful applicants invited to interview will be contacted. Please assume therefore that if you have not heard from us by 18th October, you have not been successful for interview.

If you have any questions about the role please contact **Kathryn King**, Head of Network Services
k.king@sported.org.uk