

Research Manager

October 2023

Sported
Job Information Pack



Note from the Sported CEO

Thank you for expressing an interest in this important and exciting 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 group leaders with the skills and funding needed so that their groups can become inclusive, sustainable and deliver their services to those who those in need. We are driven to act as a voice of grassroots sport, especially on behalf of those who are minoritised and helping to tackle inequalities at community level.

If successful, you'll be joining a remarkable Sported team of 50 people with backgrounds and specialisms ranging from social/youth work and business development to sport development and econometrics.

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,

Sarah Kaye
Sported CEO



Reach. Include. Empower

Our 2021–25 organisational strategy sets out how we will strengthen the local workforce and build the resilience of community sports groups.

Through our network of 3,000 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.

Between 2021 and 2025, we have identified 3 priority areas - wellbeing, equality and community - that are 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

Spoted's Organisational Strategy – [Reach, Include, Empower 2021-2025](#)



Our values

Demonstrate
integrity

We **lead** by example

We are honest, open and
trustworthy

We are **diligent** & 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 young people

Staff benefits

2 x 'personal leave' days for religious holidays and/or wellbeing days

2 x 'volunteer' days to volunteer for another charity or Sported members

Up to **5 x 'study leave'** for self-funded education/training

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

Virtual
Diversity & Inclusion
'Open Spaces'
Every month where the team support each other and raise awareness on topics such as **Race equity, LGBTQ+** inclusion and **Disability** awareness.

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) increasing 1 day per year after 4 years

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

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

'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

Role overview

Research Manager is a new role at Sported in response to our developing role as a trusted authority within community sport. The Research Manager will be crucial in developing **a high-quality evidence base** within grassroots sport to support our advocacy and fundraising work, as well as shaping our strategy and operations.

The Research Manager will be responsible for helping to shape our **research strategy** as well as managing, designing and **conducting research**, and **sharing the findings** to different audiences. They will manage important **relationships** with clients, funders and other research and delivery partners.

This is an exciting opportunity for a **talented qualitative researcher** to join a growing team dedicated to championing and advocating for the power of sport, and the role community sport groups play in transforming young peoples' lives.

Job title:	Research Manager
Reporting into:	Head of Insight & Strategy
Hours:	37.5 hours (full time although 0.8 FTE considered)
Contract:	Permanent
Salary:	£36,050 – £38,500
Location:	Flexible
Annual Leave:	25 days in addition to statutory bank holidays

Internal relationships:

- Head of Insight & Strategy
- Insight Officer
- Strategic Communications Lead
- Deputy CEO
- Head of People, Culture & Inclusion
- Member Services Team
- National Managers

External relationships:

- Funding partners
- Sport Councils
- National Governing Bodies
- Sport for Development sector
- Research agencies

Role responsibilities

- **Design, manage and conduct research**, working with a wide range of research methodologies, but with a particular specialism in **qualitative** methods.
- Manage the **full research lifecycle** –implementing research methodologies, leading the analysis of complex evidence and overseeing the production of reports for a range of stakeholders.
- Effectively **communicate** research findings to different audiences.
- Build and manage **multiple relationships** with different external partners (including clients, funders, delivery and research partners), and deliver contracted works to time and within budget.
- Identify and prioritise research questions and **evidence gaps** that explore topics or issues affecting our community groups and/or the young people they support.
- Identify which research **contracts or tenders** we should apply for and work with the Impact team on submissions.



Person specification

- A good track record in undertaking a wide range of **complex research projects** from design to impact, and delivering projects within timeframes and budgets
- Excellent experience using **rigorous quantitative, qualitative and mixed methods research** gained within a research setting, with a specialism in qualitative research
- Good knowledge of a range of additional research methodologies, including **systematic reviews and rapid evidence assessments**
- Experience in **effectively communicating research findings** (both written and orally) to different audiences
- Strong organisational, planning and **programme management skills**, with experience of running multiple programmes simultaneously
- Ability to identify and build **effective relationships with key stakeholders** and foster and sustain positive, collaborative relationships both internally and externally
- Experience of **tendering / submitting** research proposals



We actively encourage applicants from diverse backgrounds especially from ethnically diverse, LGBTQ+ and disabled communities as well as those with lived experiences of tackling inequalities, as we believe diverse voices are instrumental in creating transformational change.

Recruitment timetable

Closing date for applications: **10am on 30 October 2023**

Notify successful applicants: **3 November**

Interviews: **8- 10 November**

Role commences: ASAP

To apply for this role please head to the [career page](#) on our website, where you will find a link to apply. You are required to upload your CV and supporting statement providing clear examples of how you meet the person specification.

Please note: All applications submitted will receive a response. Regrettably, we cannot provide individual feedback to applicants who are not selected for interview.

If you would like to have an informal discussion about the role, please contact:

**recruitment@
sported.org.uk**

