

# RECRUITMENT PACK

Job title **Project Lead - Active Environments**

Contract **Fixed term contract until March 2027**

Hours **22.5 hours per week (3 days)**

Salary **£24,000 (£40,000 FTE)**

Closing date **Monday 1st July 2024 (9am close)**

Interview date **Online interview stage 1: 9th/10th July 2024  
Interview stage 2 (in-person): 17th July 2024**



## WHO WE ARE

Active Partnerships is a nationwide sport and physical activity network that exists to create a healthier, fairer nation.

We take a place-based approach to reducing inequalities through our network of 43 local partnerships.

We partner with local and national stakeholders to transform lives through sport and physical activity and affect widespread social change. Our focus is on creating conditions in communities that enable sustainable impact.

## THE NATIONAL TEAM

We're a small team with bold ambitions. As a membership organisation we connect, strengthen and enable our network.

Our role isn't to manage local partnerships. We bring places, people, organisations, sectors, policies and ideas together to make change happen.

We might be joining up local partnerships, agencies and national government departments; using our insight of places to drive national impact; or amplifying voices and agendas to ensure they are carried further than a single organisation could.



## OUR VALUES

Our values help us make decisions, build relationships with each other and guide our behaviour.

### PASSION FOR OUR PURPOSE

Our vision is our passion. **We all firmly believe in the power of sport and physical activity to help change lives and tackle inequalities.** It's what binds us. Sharing a passion creates our enthusiasm and energy and means that as we connect with others who share it, we benefit from new insights into how it matters to other people and why we care about what we do.

### A COLLABORATIVE SPIRIT

We know that when we welcome, listen, understand and respect each other's knowledge and perspectives we're more creative, flexible and open to ideas. It's not just a way of working but an attitude and confidence. It enables us to be **inclusive, to challenge assumptions, have courage to lead when needed and be forward thinking** with our approach. It means we do better work together.

### TRUST BRINGS CONNECTIVITY

We work through building relationships. **So honesty, having integrity and being our true selves matter.** It's therefore important to us that we not only do what we say we will, but can rely on each other to do the right thing for us all. We call it the glue that holds us together.



## JOIN US AND MAKE AN IMPACT

At Active Partnerships, our collaborative culture fosters teamwork and learning.

**You'll be part of a passionate team** that believes in the transformative power of sport and physical activity.

**Trust** and **integrity** are the cornerstones of our interactions, creating a workplace where you can rely on your colleagues to work together towards our shared purpose of creating a healthier and fairer nation.

With the chance to influence national and local approaches, you'll experience the real impact of your contributions. **We're committed to your personal and professional growth**, and we cherish diversity, ensuring that your unique perspective is valued. Here, you'll find a fulfilling journey that makes a genuine difference to communities across the nation.

### BENEFITS INCLUDE:



**30 DAYS HOLIDAYS**  
(plus bank holidays)



**WORKING FROM HOME**  
with flexible working hours



**6% EMPLOYER PENSION CONTRIBUTION**  
(when you contribute 2%)



**HEALTH COVER**



## DIVERSITY AND INCLUSION

Equity, Diversity and Inclusion is at our core. It's central to our work in tackling inequalities, and we have an authentic and transparent approach to everything we do.

From the values we hold to the policies and processes we put in place and investments we make, **our relentless place-based approach helps to reduce inequalities** through our diverse network of experts across England.

As an organisation we still have work to do, but are **firmly committed to inclusive practices which demonstrate fairness and equality in everything we do**. We will not tolerate less favourable treatment of anyone, and welcome applications from all sections of communities, particularly those under-represented within our organisation.

We are committed to **fair and unbiased recruitment** and use the Applied portal to remove any unconscious bias from our process.



# THE OPPORTUNITY

## Job Background

We are looking to recruit a person with passion for our purpose and a collaborative spirit to be the project lead for Active Environments as part of our football and multi-sport commitment. The multi-sport facilities commitment is a key priority within Sport England's Uniting the Movement Implementation Plan. As part of this commitment, up to £224 million of Government funding is being invested into football facilities for 2022-25 through the Football Foundation, with a minimum of 40% of that investment required to benefit other sports. This comes with £8 million investment into multi-sport; both capital funding and revenue funding for activation.

We are seeking an applicant who will focus on playing a pivotal role in creating Active Environments as part of this work, ensuring that this and active design is built into future facility investment. This includes place-based work that supports our Active Partnerships network to activate football and multi-sport community sites through; influencing policy, distributing funds and working closely with key National Governing Bodies, sporting and football stakeholders to develop positive and sustainable relationships.

*Sport England's priority within their strategy around Active Environments is :*

'Creating and protecting the places and spaces that make it easier for people to be more active every day. This refers to a focus on the local built and natural environments and community spaces, ensuring they are designed, activated and used in ways which enhance people's opportunity to move more. These could include dedicated sport and physical activity facilities: i.e. pitches, courts, pools and leisure centres, other community spaces: i.e. parks and open spaces, village halls, community centres and schools or the wider built environment: i.e. streets, housing estates, squares and tow paths'

## Job Background

The Active Environments lead will work closely with the Multi-Sport 'Strategic Lead' and 'Programme Manager' to oversee the projects within the Multi-Sport Facilities Fund, which will provide some small-scale capital test and learn investment sites. Close working with the eight multi-sport regional leads who liaise with local Active Partnerships will also be vital.

The fund is an opportunity to have an approach supported by community engagement with the findings are used to inform project design and development. The fund will focus on creating safe, welcoming, and accessible spaces for all. The scope will be within; PlayZones and other Football Foundation 3G or grass pitches, parks (Lawn Tennis Association Parks Tennis) and artificial grass pitch sites (England Hockey) in targeted areas. Selection is based on criteria such as Active Partnerships priority places and Sport England's place-based expansion.



# THE OPPORTUNITY

## Project Lead - Active Environments

### About the Role

- The focus is to connect and collaborate with partners that play a role in creating active environments, ensuring that this and active design is built into future facility investment, including place-based work.
- A key aspect of the role is to support Sport England to deliver small scale infrastructure Active Environment projects linked to Football Foundation PlayZone and Lawn Tennis Association (LTA) Parks Tennis and other multi-sport investment. The projects will be specifically set out to remove barriers to access for specific target groups, respond to local need and increase accessibility and inclusivity.
- Ensure that tackling inequalities is at the heart of the work, adapting and shaping approaches, in light of challenges that people face, and listening to those who experience it.

### Roles and Responsibilities

#### Support project delivery:

- Develop, with partners, test and learn small-scale infrastructure projects to create safe, welcoming, and accessible spaces for all.
- Lead the co-ordination and implementation of a portfolio of small-scale infrastructure investment, through collaboration with partners.
- Ensure that the projects are insight-led, supported by community engagement and that the findings are used to inform project design and development.
- Develop, with support from the Monitoring Evaluation and Learning Lead, a monitoring and evaluation approach to help build an evidence base for the impact of the small-scale infrastructure investment.

#### Relationship Management:

- Build and maintain effective working relationships with Active Environment leads and other colleagues across the Active Partnerships network, to support the delivery of Active Environments, including the 'Community of Learning'.



# THE OPPORTUNITY CONTINUED

- Maintain regular engagement with Sport England, National Governing Bodies for sport, the Town and Country Planning Association, and other key national bodies to encourage a whole systems approach to promoting and implementing Active Environment and healthy place making approaches across the Active Partnerships network.

## **Advocacy and Systems Change:**

- Support the roll out and implementation of appropriate Active Design training across the Active Partnerships network
- Support Sport England, Office for Health Improvement & Disparities, (OHID) the Town and Country Planning Association (TCPA) and other relevant bodies to encourage local Planning Authorities to adopt and embed Active Design and healthy place making principles, and guidance within local planning policy and practice.
- Identify and disseminate good practice examples of active design, healthy placemaking and active environments-based projects and programmes.
- Provide a supporting role for the Active Partnerships National Organisation to champion environmental sustainability across the Active Partnerships network, supporting Sport England's Sustainability policy and networks advocating for sustainable practices within the built environment.

## **Knowledge**

- Expert advocate for Active Environments and Active Design principles.
- Knowledge of the Active Partnerships Network and Sport England including their priorities, as well as other national and local bodies that contribute to working on implementation of Active Environments.

## **Skills**

- Project management
- Effective communicator
- Strong relationship builder
- Ability to lead a complex area of work as part of a network

## **Further information**

- Fixed Term Contract until March 2027
- 18 days annual leave, plus bank holidays (30 days FTE)
- Home based but will be required to travel to different locations across England
- 6% employer pension contribution (when you contribute 2%)
- Flexible working hours
- Health cover



**READY TO APPLY?**

To apply for this role, please click on the [link](#) and complete the application:

The closing date for all applications: Monday 1st July 2024 (9am close)

Interviews:

Interview stage 1 (online): 9th/10th July 2024

Interview stage 2 (in-person): 17th July 2024

If you would like an informal discussion about the role, please contact: [recruitment@activepartnerships.org](mailto:recruitment@activepartnerships.org)