



Northern Ireland National Manager

(Fixed-Term Maternity Cover)

May 2026

Sported
Job Information Pack



Note from our CEO

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

Every day across the UK, sport is used as a tool to improve lives, connect people and strengthen communities. But grassroots sport remains underfunded and undervalued. Local clubs and communities often lack access to the resources and expertise required to sustain or grow their activities, particularly in under-served communities. Access to sport isn't equal and sport isn't benefitting those who need it the most.

We are the UK's largest network of community sports groups across the UK (5,000) and we exist to provide vital support, resources and funding to the local heroes who make it all possible, ensuring that every community has access to the life-changing benefits of physical activity.

We provide our groups with the help needed to remain sustainable and deliver their services to those most in need. Our network has a powerful role to play in addressing growing inequalities and issues in society.

If successful, you'll join a remarkable Sported team of around 57 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 groups and reside across the UK, with a central office in London.

Even more capacity is provided by our skilled, knowledgeable and passionate volunteers, who now number more than 200, supporting the leaders of our groups to build the effectiveness and sustainability of their organisations ... all so that they can do what they do best: positively influence and improves lives in communities across the 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 the amazing organisations we help.

Yours faithfully,

Sarah Kaye
Sported CEO



Strategic Framework

We unleash the power of grassroots sport to transform lives and strengthen communities

Our mission

To ensure every community has access to the life-changing benefits of sport, we deliver vital support to the local heroes who make it all possible.

Our goals

- To ensure **opportunities for everyone**
- To improve **health & wellbeing**
- To empower **communities**



Sported staff benefits

Up to five days
paid 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

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 Spaces'** where the team supports each other and educates on issues such as racism

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

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

Volunteer Days - two additional days of paid leave each year to volunteer for another charity or indeed our Sported members

Study Leave - Up to five days paid study leave (for any self-funded education/training)

Personal growth is a key component to the success of our organisation. At Sported 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

**SPORTED**

Our Values

Act with
integrity

We **lead** by example

We are honest, open and
trustworthy

We are **diligent** and
committed

We are **accountable** and
learn from our mistakes

**Champion
inclusion**

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

We **actively** work to create
an inclusive culture

We demonstrate respect
and **equality** for all

We seek and value **lived
experience**

**Transform
together**

We are **strongest** when
we unite as a team

We are led by the **needs**
of our young people and
our network

We connect and
collaborate across
communities

Drive
change

We act **creatively** to enable
solutions

We challenge ourselves and
others to **improve** and
innovate

We deliver significant
impact through **actions**
large and small

Role Overview and Responsibilities

Role Overview

This is an exciting opportunity to join Sported as maternity cover for our Northern Ireland National Manager.

You'd be part of an organisation delivering vital services for community groups and young people – knowing that our support is a genuine lifeline for small grassroots groups and the communities they support.

As Sported's lead in Northern Ireland, you will ensure our groups are appropriately engaged and supported with a range of services and benefits, including direct support from our pool of volunteer consultants. You will support and develop key partnerships within the region and deliver specific projects alongside key stakeholder like Sport NI.

You will be joining a diverse team of exceptional people from across the UK, all with an enviable purpose and drive to deliver the best service to our network of groups, volunteers and partners.

- **Job title:** Northern Ireland National Manager (Maternity Cover)
- **Reporting into:** Head of Operations
- **Hours:** 5 days per week, with option of 4
- **Contract:** Fixed-term until June 2027, reviewed at that point
- **Salary:** £43,700pa (band 43,700 –45,000pa)
- **Location:** Home based within Northern Ireland
- **Annual Leave:** 25 days (Pro-rata) – in addition to statutory bank holidays

Internal relationships:

- Head of Operations
- England Area Managers
- Wales & Scotland National Managers
- Delivery Team incl. Volunteer Services
- Network Services team
- Insight & Strategy
- Strategic Leadership Team

External relationships:

- Sported groups
- Sported Volunteer Consultants
- Regional partner organisations
- Community sports providers
- Local government
- Voluntary Sector including youth sector
- Funders
- Local Media

Role and Responsibilities

Strategic Partnerships & Relationships

- Ensure that **projects** within Northern Ireland are **delivered in a high-quality manner**, leading through direct delivery where required
- Maintain **strong strategic relationships** with key partners including **Sport Northern Ireland, The Peter Harrison Foundation and Ulster University**
- Liaise with and influence a **range of stakeholders** including **Government Departments, District Councils, Businesses, and Governing Bodies**, identifying those with the most **potential** to **programmatically or financially benefit** Sported and our network
- Successfully **steward existing and proactively identify and cultivate new relationships** with those that could support Sported in Northern Ireland, either financially or non-financially
- Seek **opportunities to represent Sported in Northern Ireland** which benefit our profile and credibility, contributing to national discussions and policy decisions.

Strategic Direction

- **Review** and co-ordinate **Annual Delivery Plan** for Northern Ireland, considering project work and **groups' needs**
- Hold **overall responsibility** for **delivering associated KPIs** and provide required information on deliverables
- **Coordinate activity with Sported National Managers** to ensure **best practice** is adopted in Northern Ireland
- In conjunction with other National Managers, help **suggest priorities for the Delivery Team**, so they reflect the needs of members

Role and Responsibilities

Income Generation

- **Work with Impact team** to identify, engage and bid for funding contacts, opportunities, and partnerships for Sported in Northern Ireland
- Proactively **identify and raise innovations and emerging trends** in delivery with fundraising team for potential funding
- Sit on **internal cross-organisational meeting** with Fundraising Team and National Managers, ensuring Fundraising and Communications priorities and plans, as they relate to NI, are **delivered effectively**

Management of NI Field Team

- Provide **direct management** support to the Northern Ireland team, including **annual PDPs and regular 121s** to ensure objectives and targets are on track
- Manage and **prioritise resources** to ensure KPIs are achieved
- Hold overall **responsibility for NI engagement, volunteer utilisation**, plus other delivery KPIs in line with relevant organisational/partnership strategy and take corrective action when these are not being met
- **Contribute to reports** and updates at an NI and UK level to evidence work
- Align work with the Delivery Team to **ensure groups receive coordinated digital and field team services**. Ensure teams work in a collaborative fashion
- Work alongside National Managers to **influence and direct operational strategies**, policies and procedures
- **Build links and bridges** across all Sported's departments and a diverse team



Person Specification

Skills and Experience Desired

General

- At least **five years' experience** in either the **voluntary, community** or **sport sectors** in the UK
- Experience of **initiating** and **managing multiple relationships** and partnerships across different sectors
- Knowledge of the **community sports sector in Northern Ireland**; understanding **of issues facing small community groups** and the role sport can play in a social context
- Experience of **identifying** and **developing proposals** for funding
- Experience of acting as an **organisational representative** within key stakeholder environments
- Experience of **negotiating the NI funding and political landscape**
- Experience in creating **regional strategies** and plans
- Proven use of **data and insight**
- **Line management** of paid staff
- Management of **volunteers**

Skills and Personal Attributes

Relationship Management

- Strong **interpersonal skills and personal authority** to build and maintain strategic partnerships and relationships with key partners, stakeholders and supporters.
- **Ability to identify and cultivate new relationships** beneficial to Sported.
- **Diplomatic** and **sensitive** when dealing with a range of people
- **Networking skills** to represent Sported effectively and enhance our profile and credibility
- Stakeholder engagement and relationship management skills to liaise with government departments, councils, businesses and governing bodies.
- Strong **verbal and written** communication skills

Strategic Planning

- **Strategic thinking and planning** skills to review, and coordinate annual delivery plans, set clear deliverables and targets.
- Ability to align organisational goals with the needs of members and stakeholders.
- Data analysis and reporting skills.

Income Generation

- **Fundraising and grant writing skills** to identify, engage and bid for funding opportunities and partnerships.
- **Collaboration skills** to work effectively with internal colleagues, particularly within the Insight & Strategy Team, and the Fundraising Team.
- Familiarity with fundraising and communication strategies to align and deliver plans effectively.

Skills and Personal Attributes

Team Management

- **Leadership and management skills** to provide support to the Northern Ireland team.
- **Performance management skills**, including performance development plans
- Resource allocation and prioritisation abilities.
- **Problem solving skills** to take corrective action when targets are not being met.
- Ability to engage in **regular self-reflection** and encourage team to do the same
- **Strong communication skills** to contribute to reports and updates locally, regionally and nationally.

Other

- **Collaboration skills** to coordinate with colleagues across the UK to ensure teams work together effectively.
- **Ability to influence** and direct operational strategies, policies and procedures.
- Efficient **administrative** and **IT skills**

Personal qualities

- Committed to **Sported's aims and objectives**
- **Willing to travel** across Northern Ireland & to National meetings, sometimes out of office hours
- A current driving licence and access to a car (or able to make suitable transport arrangements) that will enable the applicant to fulfil the duties of the role in a timely and effective manner across Northern Ireland

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 timeline:

Closing date for applications: 15 June 2026 at 9am

Notify successful applicants by: 19 June 2026

Interviews: w/c 22 June 2026

Role commences: **3 August 2026**

We reserve the right to close this advertisement early should we receive a high volume of suitable applications

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, ideally including a work portfolio. You **must** also complete our [Equality and Diversity Monitoring form](#) – [Equality, Diversity & Monitoring Data Form Survey](#)

If you have any questions about the role, please contact:
N.Persaud@sported.org.uk