



Job Title: Sports Development Officer (Activ8 Programme Lead)

Reports To: CEO

Salary: £24,000 to £25,000

Location: Wakefield (Office) with travel across Yorkshire

Contract: Full-time, Permanent

About Disability Sport Yorkshire

Disability Sport Yorkshire (DSY) is the leading charity in Yorkshire dedicated to improving opportunities for disabled people in sport and physical activity. Our mission is to ensure that disabled people have equal access to inclusive, high-quality sporting experiences across the region. Through innovative programmes, strategic partnerships, and advocacy, we work to break down barriers to participation and create a more inclusive sporting landscape.

Through our **Activ8 Programme**, we deliver impactful projects that enhance participation, develop leadership, and provide high-quality events and training across the region.

Job Purpose

The **Sports Development Officer** will play a key role in growing DSY's **Activ8 Schools Programme**, developing partnerships with schools and education providers to increase participation in inclusive sport. Additionally, the role will lead the **Activ8 Events Programme**, coordinating and delivering high-quality sporting events that promote inclusivity and engagement.

Key Responsibilities

Activ8 School Sports Partnership

- Develop and expand DSY's relationships with schools, education settings, and other partners.
- Design and implement inclusive school sports programmes that align with the needs of students and staff.
- Deliver/Manage school-based activities, including coaching sessions, sports festivals, and leadership opportunities for young people.
- Work with school staff to embed inclusive PE and extracurricular sport within their provision.

Activ8 Events

- Plan, coordinate, and manage DSY's inclusive sports events across Yorkshire.
- Work with partners, funders, and stakeholders to ensure successful event delivery.
- Recruit and manage volunteers and event staff.
- Monitor and evaluate events, ensuring they meet participation and impact targets.
- Promote events through DSY's communication channels and partnerships.

Activ8 Training

- Support the development and delivery of training workshops for coaches, teachers, and volunteers in inclusive sport.
- Assist in the creation of resources and materials for professional development.
- Build relationships with sport's governing bodies and training providers to enhance DSY's training offer.

General

- There may be the occasional need to support with other DSY projects and tasks, as required, i.e. Sporting Futures, Denhale Active Recreation Centre etc.
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Person Specification

Essential

- Experience in sports development, coaching, or event management.
- Understanding of inclusive sport and working with disabled people.
- Experience of working with schools and delivering educational programmes.
- Strong organisational skills and the ability to manage multiple projects.
- Excellent communication and interpersonal skills, with the ability to build partnerships.
- Willingness to travel across Yorkshire and work flexible hours, including evenings and weekends as required.
- Full UK driving licence and access to a vehicle (or ability to travel efficiently using public transport).

Desirable

- Relevant qualification in sports development, education, or event management.
 - Knowledge of safeguarding, health & safety, and risk assessment procedures.
 - Experience in fundraising or securing sponsorship for sports programmes.
 - Experience in marketing and communications, particularly event promotion.
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How to Apply

To apply please submit:

- An up-to-date CV which shows your full career history and achievements in each role. (Maximum 3 sides of A4)
- A supporting statement setting out why you believe you are a good candidate for this post and how your experience will help you fulfil the requirements of the role. Please read the person specifications carefully and highlight how, from your current and previous roles and experience, you meet the stated essential criteria of the role. (Maximum three sides of A4).
- Please supply details of two referees, one of whom should be your current or most recent employer. Please indicate if you would be happy for us to contact them as part of the recruitment process. Referees will not be contacted without prior consent.
- Please note that as we work with vulnerable children and adults, this post is subject to an Enhanced Disclosure and Barring Service check.

Please submit your application to cshepherd@disabilitysportyorkshire.org

Closing Date for applications: Wednesday, 30th April 2025 at 5:00PM.

Interviews will take place during the week commencing: 4th May 2025 (excluding bank holidays)

For informal enquiries, please contact Craig Shepherd on 01924 372382.

Disability Sport Yorkshire is an equal opportunities employer. We encourage applications from all backgrounds, particularly those with lived experience of disability.

