

SARACENS FOUNDATION DEVELOPMENT MANAGER

Saracens Foundation are seeking to employ a **Development Manager** to join our Foundation team. The Foundation has for the last 20 years worked tirelessly to support the local communities across the Hertfordshire and North London areas by changing lives through the power of sport. The charity runs over 30 programmes which service the needs of individuals from the age range of primary school all the way through to the over 50's, to pan-disability groups as well as those in the criminal justice system.

You will manage a team of Project Officers who are coordinating and delivering our Social Inclusion projects, including Sporting Roots, Project Rugby and our industry leading Empower Her project. Using sport, physical activity and employability skill development, these projects provide unique opportunities as well as invaluable help and support to participants and their families across our community.

In the role, you will take a strategic approach to project development and delivery, ensuring that the projects meet objectives and deliver impacts on local people and communities.

You will be 'hands-on', developing, leading and delivering against the operational and Foundation targets set out within the Foundation strategy. You will manage a team to create and deliver industry leading charitable activities, while also being the key account holder for an area of work.

You will work closely with the other Development Managers to ensure that the Foundation's projects are being managed in a way that generates cross-project working.

This is a full-time position, based at StoneX Stadium with a hybrid/flexible working pattern which will allow for the best outcomes for our charity. There is also a possibility for the role to be 4 days a week and therefore be suitable to anyone looking to join the workplace again following a career break.

Saracens is an inclusive, people first organisation. A core part of achieving our mission is that our workforce is diverse and reflective of the community that we serve. There will be no discrimination in our recruitment and selection processes, nor when considering pay and benefits. We encourage people from all backgrounds to apply for the position and join us on our mission to enrich lives through sport and entertainment. (You can read more about [diversity and inclusion here](#)).

If you are a proactive, innovative, and results-driven individual with a passion for social impact, we would love to hear from you.

DETAILS

- **JOB TITLE:** Development Manager
- **LOCATION:** StoneX Stadium, Greenlands Lane, Hendon, London, NW4 1RL
- **CONTRACT TYPE:** Permanent
- **REPORTING TO:** Senior Development Manager
- **SALARY:** Competitive
- **KEY STAKEHOLDERS:** All internal departments, external stakeholders including participants and sponsors

WHAT YOU'LL BE DOING

1. Development Managers provide strong leadership as the key decision makers for programme areas. They are empowered to make decisions to improve projects and constantly think about project direction.
2. Provide strategic guidance and insight to support the Project Officer team, taking a lead on project development in terms of project-strategy, planning and delivery.
3. Ensure that work produced meets all objectives set, is done by the agreed time to the highest standard and achieves the best possible outcome for the Foundation.
4. Assists in the development of creative ideas to improve projects, engage beneficiaries, and provide the greatest impact on people and communities.

YOU SHOULD APPLY IF

Skills

- Ability to deliver high quality sessions when appropriate – Coaching/Leadership Qualifications
- Extensive experience in creating and delivering project plans and funded projects
- Experience of setting, managing, monitoring, and achieving ambitious targets
- Experience in providing strategic guidance and leadership to direct reports ensuring they achieve their individual objectives
- You are a creative problem solver who can identify and implement improvements to projects
- Experience managing budgets from diverse income sources (e.g. grant income, corporate funders and paid for services)
- Proven understanding and experience in leveraging funding for projects and programmes
- A ‘people person’ with excellent interpersonal skills with the ability to build strong internal and external relationships
- Good communicator and facilitator with excellent presentation skills including ICT capability
- A passion and empathy for helping those from marginalised backgrounds
- A resilient decision maker, able to stay calm and collected under pressure
- Able to multi task and manage workload effectively
- Excellent ability to build stakeholder relationships both internally and externally

Experience

- Experience of working in the Third Sector
- You have excellent written and verbal communication skills (attention to detail is essential)
- Experience or knowledge for working in a sport for change landscape (desirable but not essential)
- Understand the current challenges faced by organisations in the charity sector
- Experience of working within an elite sport foundation that sits alongside an elite sport club
- Knowledge of the education landscape
- Experience of successfully applying for funding and being aware of process

Personal Characteristics

- You have a relentless focus and are a great team player who has a good sense of humour
- You thrive in and promote a culture of **hard work, discipline, honesty, and humility** to deliver results
- You manage projects, activities, and resources effectively, assuming personal ownership and accountability for results
- Proven ability to challenge and influence others
- Report writing and presentation experience
- Assertive, yet calm and works well under pressure
- An ambassador for sport for change
- Perception and awareness of when things may work
- You encourage open discussion of different ideas and views; welcome and solicit feedback
- You instil continuous improvement mind-set and champion best practices
- You are happy with a mix of getting your hands dirty and thinking strategically

BENEFITS

Compensation

- Your manager reviews your salary annually. However, proactive pay increases will be implemented to reflect growing responsibilities

Holiday

- Up to 25 days' holiday a year, plus bank holidays - please use them all!

Health & Wellbeing

- Paid sick leave for both physical & mental health

Working From Home

- We all work from the office on Mondays, Tuesdays Thursdays and Fridays before a match day. This keeps team collaboration and engagement high.
- If you are normally office-based, you can still work from home occasionally - as long as you

have a good internet connection and a private, quiet space which allows you to do your best work.

Sports & Entertainment

- After work events including PT, football and tag rugby
- Ballot tickets for Saracens Home Games
- Ballot tickets for International Rugby Games
- Opportunities for discounted tickets to Saracens games and events for you and your family

Family

- Enhanced paid maternity, paternity, adoption or shared parental leave, if you've been with us for at least 26 weeks
- Life Assurance with Zurich

Commuting

- We're a member of the cycle-to-work scheme

HOW TO APPLY

To apply for this role, please submit a CV and cover letter of how your experiences match the job role.

Please send applications to recruitment@saracens.net by the closing date of Wednesday 28th February 202 by 5pm. Interviews will be conducted the week commencing Monday 4th March. If you have not been contacted within 7 days of the application deadline, please assume that your application has been unsuccessful on this occasion.

Saracens Foundation positively welcomes and seeks to ensure we achieve diversity in our workforce and that all job applicants and employees receive equal and fair treatment. We encourage applications from all candidates regardless of age, race, gender, gender identity, gender expression, religion, sexual orientation, disability, or nationality.

Disclaimer: due to the high volume of applications we receive, we reserve the right to close a vacancy earlier than the advertised date. This is to ensure our teams can manage application levels while maintaining a positive candidate experience. Once a vacancy has closed, we are unable to consider further applications, so please submit your application as soon as possible to avoid disappointment.

