



We're looking for a **Senior Development Manager** to join the Saracens Foundation team. This role will match the Charity's aims for growth in the coming months as we aim to achieve the key milestones set out in our vision and strategy.

Since its inception in 2000, the **Saracens Foundation** has worked in the surrounding areas of Hertfordshire and North London delivering more than 30 projects in these local communities where sport is used as a tool for empowering social change in behaviour to lead active, healthy and rewarding lives.

The role will report directly to the Head of Operations within the team.

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 excited by the idea of working with our Foundation team, we'd love to hear from you.

<b>JOB TITLE:</b>	Senior Development Manager
<b>LOCATION:</b>	Stone X Stadium, Hendon
<b>CONTRACT TYPE:</b>	Permanent, Full Time
<b>KEY STAKEHOLDERS:</b>	All internal departments and external stakeholders
<b>REPORTS TO:</b>	Head of Operations
<b>SALARY:</b>	£37,000 - £41,000

#### **PURPOSE OF THE JOB:**

The Senior Development Managers work with the Head of Operations and are the operational leaders of the charity. They provide exceptional leadership and strategic direction, using their experience and expertise to drive growth and improve the quality of our delivery. The SDMs are experts in sports development and sport for social good projects, this allows them to provide guidance to Development Managers and Project Officers to ensure business objectives are met and within budget. The SDMs are constantly challenging the status quo, building better projects which have longer-lasting impacts, while growing the Foundation's reach.

The SDM responsible for this area will be able to understand the 'needs' of our local communities and projects, enabling them to make appropriate business decisions. The SDMs are 'hands-on', developing, leading, and delivering against the targets set out within the Foundations five year 'Grow & Improve' strategy. They work across the Foundations operations teams to implement our strategy whilst helping to manage the income and expenditure of our projects.

This Senior Development Manager role will work across two operational areas: disABILITY and Social Inclusion. Our disABILITY area sees some of our most impactful projects, working with participants with a range of disabilities, from those with hearing impairments to those with severe autism. The Social Inclusion area aims to break down barriers to participation in marginalised groups, including refugees & asylum seekers, women & girls and DEC/LSEG communities.

The SDMs are able to build and maintain strong relationships with our key stakeholders within the third sector, public sector, and private sector, ensuring any partnerships are mutually beneficial and deliver against our operational objectives.

The SDMs work closely as a team to ensure that the Foundations projects are being managed in a way that generates cross-project working and reduces the risk of projects operating in silos. They are able to nurture an

empowering culture for their teams and the wider Foundation enabling staff to learn and develop and fulfil their potential, whilst ensuring that staff feel valued and empowered to excel in their roles.

Senior Development Managers provide exceptional strategic leadership, they have the acumen to look at the business and project performance and drive incremental growth and programme improvements.

### PERSON SPECIFICATION

**The successful candidate will have the following:**

#### **Skills**

- At least 3 years' experience of project & people management within the sport for change or similar industry.
- Extensive experience in creating and delivering project plans, business plans and charitable strategies.
- Demonstratable experience of managing finances including budgets, tracking income and expenditure and ensuring that projects remain cost effective.
- Experience of setting, managing, monitoring, and achieving ambitious income and project targets.
- You are a creative problem solver with the business acumen to review business performance and identify income generation opportunities.
- Proven understanding and experience in leveraging funding for projects and programmes.
- Experience in providing strategic guidance and leadership to direct reports ensuring they achieve their individual objectives.
- A 'people's person' with excellent interpersonal skills with the ability to build strong internal and external relationships.
- Ability to deliver effective communication – empowering us to 'shout' about what we do.
- Good communicator and facilitator with excellent presentation skills including ICT capability.
- Self-starter, driven, ambitious, caring and empathetic.
- Ability to work to strict pressured deadlines on occasion.
- Creative in their thinking and approach to work with impact at the forefront of all ideas.

#### **Desirable**

- Experience of working within an elite sport foundation that sits alongside an elite sport club.
- Knowledge of regional and national sport programmes, and the landscape of sport development.
- Knowledge of the geographical landscape including an appreciation of schemes and projects which are already being delivered locally.
- Proven ability to positively influence others and support decision making.
- Report writing and presentation experience.
- Any relevant legislation, sport and development industry awareness, minimum standard compliance.
- An assertive, calm individual that works well under pressure.
- Experience in setting and monitoring a team's KPI's.

#### **Personal Characteristics**

- You have a relentless focus on getting the jobs done and are a great team player.
- 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.
- You work well under pressure.
- You are an ambassador for sport for change.



- You instil a continuous improvement mindset and champion best practices.

## BENEFITS

### Compensation

- The Foundation conduct an annual pay review. However, proactive pay increases may be implemented to reflect growing responsibilities.

### Working from home

- We all work from the office on **Mondays & Thursdays** and have the option to work from home Tuesdays, Wednesdays & Fridays. 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.**

### Holiday

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

### Health & Wellbeing

- Paid sick leave for both physical & mental health.

### Sports & Entertainment

- After work events including PT, football and tag rugby.
- Tickets for Saracens Home Games for you and your family
- Ballot tickets for International Rugby Games.
- Partner discounts

### 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.

Applications should be made by submitting a CV and covering letter incorporating suitability to the role. Applications should be sent to Sangita Asani, People Business Partner at [recruitment@saracens.net](mailto:recruitment@saracens.net).

Closing date for applications is the **20<sup>th</sup> of March at 5.00pm.**

We anticipate first stage interviews to take place on week commencing the **25<sup>th</sup> of March.**



*Saracens Group 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.*

