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| **Post: Chief Executive Officer** **Salary Range: £38,000 - £42,000****Location: Wakefield****Contract: Full-time Permanent** |

**Disability Sport Yorkshire**

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| Disability Sport Yorkshire is the Yorkshire-wide co-ordinating body for physical activity and sport for disabled people. As a regional charity, we have been working across the region for over 30 years. In that time, talented staff, professional and passionate trustees, and an army of volunteers have made Yorkshire one of the most successful regions in England for disability sport.Together with trusted partners we run a range of development activities, community projects, training programmes and events in order to engage disabled people of all ages in physical activity and sport.Our work is focused on making Yorkshire the best place for disabled people to:* have access to facilities and activities in their local area.
* take part in physical activity on a regular basis and improve their health and well-being.
* be included in a Yorkshire wide sports sector that is inclusive.

This is an exciting time for Disability Sport in Yorkshire, as we are moving ahead following a period of recovery and regeneration, the need for our services has never been greater. We are outcomes focused and committed to bringing about change.With over a million disabled people in Yorkshire of whom only 18% are physically active there is still much work to be done. |

**The Post**

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| Our Charity is embedded in the disability sport sector and in both discrete and mainstream local clubs and communities around Yorkshire. We pride ourselves on connecting people with opportunities and events as well as providing advice and support for individuals and organisations across the region. We advocate on their behalf locally, regionally and nationally.We are seeking a new CEO to lead us through the next challenging and exciting phase of development. We have a skilled board of trustees and a committed staff team with a blend of experiences and perspectives. We have a set of funded projects for the next two years and are developing funding streams and sponsorship to enable us to broaden our offer,We are seeking a CEO who has the skills to continue to grow our profile and positive reputation. This means continuing our excellent work with partners around the region and enhancing our growing presence in the sports and health sectors.Our next CEO will be an excellent communicator with a desire to build partnerships with public, not for profit and private providers. We have a diverse funding stream so it will be essential that our CEO has considerable experience of generating income and delivering excellent performance across our projects, programmes and events.You should have a demonstrable a track record in the following areas:* Fundraising from trusts and foundations, public and private sectors
* Operational expertise in the sport, not for profit and commercial sectors
* Ensuring rigorous impact assessment across all areas of delivery
* Cultivating and maintaining a people-centred culture
* Innovating in the management and digital field to effect efficiency and effectiveness
* Proven experience in managing projects, programmes and events
* Exceptional planning and organisational skills and be adept at tracking and documenting the use of resources and finance for projects, programmes and events
* Outstanding written and verbal skills coupled with strong numerical and reporting capabilities
* Proficiency in multi-tasking and managing a varied workload while maintaining a calm approach under pressure.
* Understanding of HR practices and experience of supporting, coaching and managing a team of staff
* Be diligent, resilient and adaptable with a willingness to go the extra mile
* Commitment to equality and diversity and an understanding of disability
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**Person specification**

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| **Qualifications and experience** Degree in sport/management and/or equivalent relevant qualifications and experience**Essential requirements****Skills*** Excellent interpersonal skills and evidence of relationship building skills.
* Excellent IT and social media skills
* Strong management and administrative skills, self-discipline and attention to detail.
* Project and event management skills and ability to make good decisions under pressure
* Strong financial management skills including maintaining accounts, managing budgets and monitoring spend.
* Excellent inter-personal skills with evidence of relationship building skills.

 **Experience*** Experience of organising and delivering coaching, training, and events
* Experience of managing a staff team
* Experience of working with disabled people.
* Experience of community/sports development and associated monitoring and evaluation to achieve agreed outcomes.
* Experience of managing disability and equality issues

**Ability*** Ability to communicate effectively with all sections of the community.
* Ability to engage, motivate and inspire others.
* Capacity to work independently.

**Other*** Commitment to and evidence of Continuing Professional Development (CPD)
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**Other Role requirements**

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| Ability to travel independently and the flexibility to work unsocial hours on occasion. |

**How to Apply**

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| 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 post details and the person specifications carefully and highlight how, from your current and previous roles and experience, you meet the stated essential requirements 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 jrussell@disabilitysportyorkshire.orgClosing date for applications: Friday 5 April 5.00pmInterviews will take place on the afternoon of Friday 19th April For further details, please contact Judith Russell on the email address above. |

Federation of Disability Sports Organisations Ltd

(operating as Disability Sport Yorkshire)

Denhale Active Recreation Centre

Denhale Avenue

Wakefield

WF2 9EF

staff@disabilitysportyorkshire.org

Tel 01924 372382

