



Parkour UK

Parkour UK as an organisation was founded in 2008 and incorporated in 2009. In 2016 the UK was the first country in the world to officially recognise Parkour / Freerunning as a sport and Parkour UK as the National Governing Body (NGB), by the Home Country Sports Councils (Sport England, Sport Wales, Sport Scotland, Sport Northern Ireland and UK Sport).

Following recognition, Parkour / Freerunning features in the participation figures in the Sport England Active Lives Survey that measures sport and activity across England of people aged 16 and over. With the first set of participation figures in the Active Lives November 15/16 Report, showed figures of 96,700, since then the figures have remained around 100,000.

Parkour UK is at a pivotal point in its development, for the first-time executive capacity will be in place to deliver a strategy which supports the community to thrive by providing a framework which safeguards practitioners whilst also respecting the sports core values, spirit and ethos. The objectives set out in the 'Moving with Purpose' strategy are:

1. **Grow our community** – Increasing the number of qualified coaches, growing the number of communities and practitioners and sharing best practice and sustainable models
2. **Communicate, educate and influence** – Influence and advocacy, a media and communications strategy and Parkour parks and facility guidance.
3. **Maximise culture and commercial opportunities** - Leveraging investment for social, health and wellbeing interventions, a digital strategy and working with the leisure operator, health and fitness sector.
4. **Build our capacity and resources** – Securing continued capacity investment for a core team, working in partnership with other lifestyle sports and leveraging external investment through commercial and social partnerships.
5. **Insight and impact** – Developing an efficient and effective way of capturing participation data and understanding the community (workforce and participants).

DEVELOPMENT CO-ORDINATOR

Salary - £13,000 pa

Hours – 30 hours per week

Contract Type - 10 months - Fixed Term

Purpose of the Role

Reporting directly to the Development Manager, the successful candidate will support the implementation of the Moving with Purpose strategy which has been designed primarily to support the parkour community in the UK.

Key Responsibilities

First point of contact - First line of contact for all Parkour UK community members – enquiries across social media, email, and phone. Support the myth busting work and implementation of the new 'Moving with Purpose' strategy.

Administration - Support colleagues with travel logistics, meeting coordination and establish Community forums. Support and administer Board meetings including agendas and minutes. Oversee all Parkour UK documentation and paperwork including policies and guidance materials.

Research & Insight - Administer projects and commissions including research and insight work with and for the community and act on the findings to influence Parkour UK programmes and delivery.

Engagement - Develop communication channels to the community including coordinating and managing all social media channels and platforms. Help members understand the funding landscape for sport, physical activity, community regeneration, addressing anti-social behavior and public health.

Partnership - Through wider sport for development agencies; support the Parkour UK teamwork with Active Partnerships, national partners such as sports councils, AfPE and YST.

Key Knowledge & Skills

Service Improvement - The monitoring and resolution of customer complaints / How to monitor the quality of customer service interactions / How to organise the delivery of reliable customer service.

People Management & Development - The principles of effective decision making / The different roles and responsibilities within a team / Make decisions in different situations.

Business Functions – How to identify financial requirements / How to set budgets / How to use communication to build relationships with stakeholders.

Operations & Risk Management - Responsibilities and liabilities in relation to legislation in the workplace / The management of a small project.

Sports Development Management - The structure of sport and physical activity in the UK / Understand the sports development industry.

The Community Environment - Understanding the community / Principles of behaviour change / Community engagement and activation.

- Engage and build rapport with different groups.
- Communicate, engage & utilise local networks.
- Influence people's attitude towards physical activity / health and wellbeing.
- Understand the community needs to develop programmes that allow engagement and promote sustainability / retention.

Key Behaviours

- A strong work ethic including attention to detail.
- Willingness to adapt to change.
- Good time management and prioritisation skills.
- A positive attitude to work.
- Act as a role model within their local community.
- Ability to work individually and as a member of a team.
- Truthful, sincere and trustworthy in their actions.
- Can demonstrate integrity by doing the right thing.
- Exhibits high levels of emotional intelligence.
- A willingness to learn and contribute to their own continuing professional development.

The position is home based initially with regular (weekly) access to Sheffield / Loughborough / London.

Closing date for applications – 1200 on 24 July 2020.

Interview Process – Virtual; to be concluded by 6 August.

Starting date - To be agreed upon but is available immediately.

Your complete application (Cover Letter / CV / Wakelet) can be sent directly to: dan.newton@parkour.uk.