



Active Fusion's Application Pack 2024-2025



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About Us

Our mission

As a charity we exist to help every child to develop a love for being active by unlocking potential and creating positive habits for life. Active Fusion put children and young people at the heart of everything we do because we believe every child should be given the best start in life. We deliver our charitable objectives through good governance, a highly skilled team and a passion to make a difference everyday to those who need us the most.

Our vision

Our goal is to enhance physical activity, reduce sedentary behavior, and promote an active lifestyle, all to support their physical and mental health and overall well-being. It's time to prioritise physical activity and sport across our schools, communities, workplaces, and homes, making them central to the health and happiness of future generations.

Active Fusion is incredibly proud to have positively impacted the lives of over 35,000 young people in the past two years. Looking ahead, we're excited to nearly double that number in the coming year. Our goal is to inspire 50,000 young people each year to develop a lifelong love for physical activity by 2025.



Our Values

We are committed to fostering a culture of joy, passion, and nurturing, with a focus on creating lasting inner satisfaction. Our mission is to care for, support, and inspire others to grow, reach their full potential, and become the best versions of themselves. We encourage individuals to step outside their comfort zones, embrace new challenges, and develop new skills, all while cultivating a love for physical activity. Through this, we aim to enhance the mental and physical well-being of young children, empowering them to thrive in every aspect of life.



Joyful



Passionate



Nurturing



Join Our Team

Are you passionate about helping young people have access to a better future?

Are you a strong communicator who has experience managing and leading teams?

Do you want to work for an organisation where you will have a direct impact on the local community and helping those in need?

Are you one of the most organised people you know, and a great problem solver?

If your answer to the above is YES, then keep reading to find out more!



Job Description

Programme Development Manager

Salary: £28,000 - £34,000

Location: Doncaster

Contract: Fulltime

This role is key to Active Fusion's delivery of their life-saving mission to help increase life expectancy of the young people of Doncaster and South Yorkshire. As the Programme Delivery Manager, you will oversee the strategic management of Active Fusion's key charitable programmes whilst inspiring and mentoring a team of passionate development staff, coaches and volunteers.

The ideal candidate for this role will:

- Be someone who has previous programme management experience
- Is passionate about sports, or about helping people
- Wants to work in the non-profit / charity sector
- Resonates with Active Fusion's values and has a vision for the programmes and service that Active Fusion offers to young people.

Experience and Qualifications

- Proven experience in programme management, preferably in the non-profit and/or education, sport sector.
- Strong leadership and team management skills.
- Excellent organisational and problem-solving abilities.
- Strong communication and interpersonal skills.
- Ability to work under pressure and manage multiple priorities.



What does a typical week look like for Active Fusion's Programme Development Manager?

Monday

- In the morning, you'd start with a weekly team meeting to make sure goals were set and everything is on track for the week.
- After checking any emails, you might then meet with stakeholders and gather feedback from young people and families.
- After lunch, you might decide to dedicate some time to updating the annual work plan, adjusting budgets and preparing a progress report for the senior management team.

Tuesday

- You might start the day by attending a strategic planning session with senior management and reviewing the programme performance data.
- In the afternoon, you might go and conduct site visits to projects to ensuring compliance with guidelines and draft findings for future reports.

Wednesday

- Wednesday morning might be spent focusing on delivering a staff training session.
- Later in the day, you might meet with local partners to plan potential collaborations.
- Then you might end the day with some admin, managing the project budgets and updating any programme documentation.

Thursday

- Spending the first couple of hours of the day ensuring the scheduling of all programmes including staff / rota management is all up to date for the upcoming month.
- You might attend a late morning community event to help promote Active Fusion.
- In the afternoon, you might go back to working on the programme design, incorporating any recent feedback and seeing if any of the delivery team need support.

Friday

- Friday morning would be spent conducting a detailed programme evaluation from the week and then meeting with the team to discuss improvements.
- You might spend the afternoon planning for the upcoming week and finalising your report for the Senior Leadership team.

If this role sounds perfect for you, we'd love to receive your application for review. A more detailed job description can be provided after application. Please note that upon application you'll be asked some long answer questions, please answer these as fully as possible as they will be used when shortlisting.

The successful candidate will need a full UK Drivers Licence and access to a vehicle, and any offer would be subject to a clear enhanced DBS check.

We can't wait to review your application!

Apply now

Please send a completed copy of your application form along with a CV to recruitment@activefusion.org.uk Application forms can be downloaded from our website.

Closing Date - Rolling recruitment until a suitable candidate is secured





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Thank you for taking the time to read through our information pack, if you have any further questions feel free to get in touch with the team via email, recruitment@activefusion.org.uk

