



Insight and Learning Manager

Closing date for applications:
Friday 17 June 2022 09.00

REGISTERED
CHARITY NUMBER
1155171

REGISTERED
COMPANY NUMBER
08177159

Who we are

Sport Birmingham is here to make a positive difference to people's lives through sport and physical activity.

We are the city's strategic sports & physical activity partnership, working as a leading charity to join up policy and investment with delivery partners who bring inclusive and accessible sport and physical activity to communities.

We provide leadership and support through insight, knowledge and expertise to anyone in Birmingham working towards our vision of a more active city and a healthier place to live, learn, work and play. We tackle inequalities by working where the need is greatest.

Sport Birmingham was established in 2014 as an independent company and registered charity, forming from the previous sports partnership hosted through Birmingham City Council.

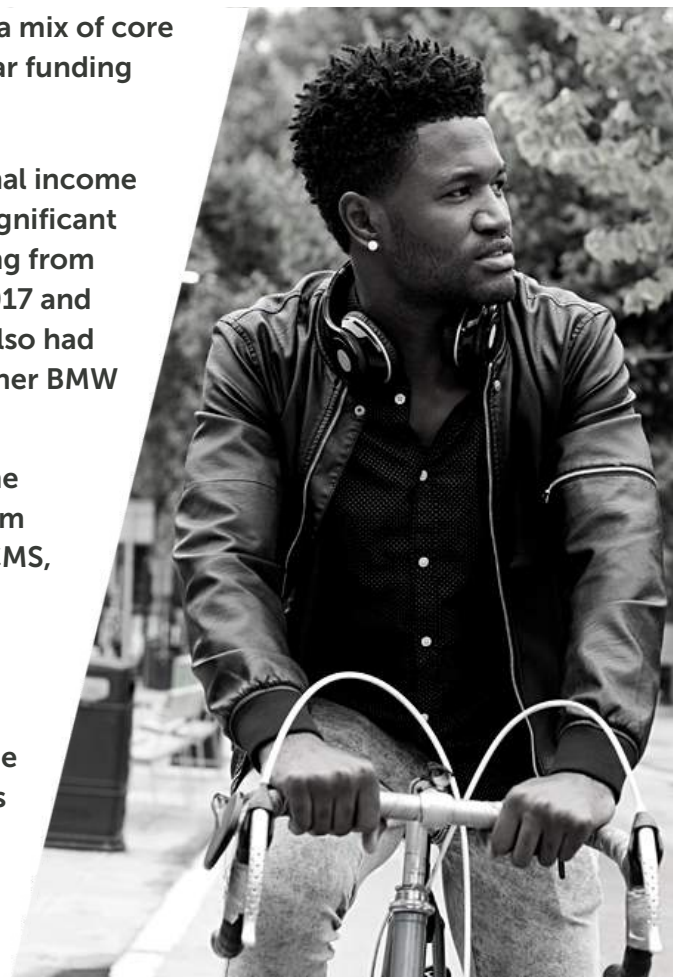
We remain part of a national network of 43 'Active Partnerships' and have established ourselves as the leading strategic partnership for sport and physical activity in the region, underpinned by strong governance and enhanced by effective partnership work and support for the delivery network of community sport and physical activity.

Our business turnover has risen each year steadily to around £2million with approximately half of all income from Sport England through a mix of core funding and project funding. We are entering into a new 5-year funding relationship with Sport England as a systems partner.

Most of the remainder comes from a mix of other grant national income and local or regional commissions. There have been several significant examples in recent years including the Holiday Activity Funding from DfE in 2019, M.A.D Birmingham funding from Big Lottery in 2017 and Comic Relief's Ahead of the Game funding in 2020. We have also had commercial sponsorship arrangements with Davies Sport, Sytner BMW and Turkish Airlines.

In 2019 Sport Birmingham secured a key role to coordinate the physical activity and wellbeing legacy work for the Birmingham 2022 Commonwealth Games, working in partnership with DCMS, Sport England, the West Midlands Combined Authority and Birmingham City Council as well as other local and regional stakeholders.

We are working closely with the Games Organising Committee to ensure a sustainable legacy for sport and physical activity is created.





Our Mission

Improving lives
through sport
and physical activity

Our Vision

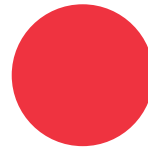
An active, healthy city
for everyone

Our Values



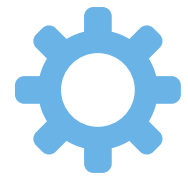
Collaborative

We build partnerships, connect people and convene groups within and outside the sport and physical activity sector; we listen, learn and share.



Inclusive

We are committed to creating and promoting inclusive opportunities, within our own organisational practices and with all our sport and physical activity partners.



Adaptable

We learn, respond and change to ensure we continue to meet the needs of people, places and organisations that we work with and for.

Our Priorities

We tackle inequalities by working where the need is greatest.



Improve physical and mental wellbeing by reducing inactivity



Grow and develop a workforce for the sport and physical activity sector



Connect communities through sport and physical activity



Improve life skills and prospects through participation and engagement



Make sport and physical activity inclusive and accessible to all

Competencies & Behaviours

Influencing

Leading, provoking innovation, and driving improvement, understanding people and inspiring confidence.

Customer-focused

Involving, representing, championing and serving community in everything, developing our approaches from the bottom-up.

Evidence-led

An evidence-led and on-going learning approach to understanding need and identifying where to focus on to achieve greatest impact.

Pioneering

Taking risks where appropriate, piloting new models and unique approaches both in the ways we deliver funding and support, through the projects, and partnerships we stimulate.

Collaborating

Connecting people, identifying opportunities to collaborate and develop partnerships and maximise effort.

Leverage

Recognising the opportunities to lever in extra investment, additional resources and community support, to expand reach and impact through effective partnerships with the private, public and voluntary and community sectors.

Legacy

Delivering a long-term legacy through our all our interventions, ensuring we do not displace existing activity or distort existing markets, but help enhance and build on what is already in place wherever possible.

Equalities & Disadvantage

Delivering a long-term legacy through our all our interventions, ensuring we do not displace existing activity or distort existing markets, but help enhance and build on what is already in place wherever possible.



Job Specification

Job Title: Insight and Learning Manager

Responsible to: Operations Director

Salary: £29,858 per annum, plus 9% employer pension contribution

Contract: Permanent

Hours: 37 hours per week (flexible working arrangements will be considered for the right candidate. Please contact us to discuss)

Location: B16 8QG

We currently operate a hybrid working policy



Job Purpose

The Insight and Learning Manager will lead the development, implementation and improvement of Sport Birmingham's measurement, evaluation and learning, ensuring effective systems and processes are in place that enable robust outcomes and impact measurement.

You will have a natural curiosity to explore and interrogate data to tell the insight stories needed to make recommendations and clearly communicate to non-technical colleagues at all levels, and use data to inform how we improve lives through sport and physical activity.

Main duties & responsibilities

- To conduct quantitative and qualitative research and evaluation of sport and physical activity projects/programmes to inform future planning and investment decisions; demonstrate impact and build an evidence base.
- Develop, implement and embed monitoring and evaluation practices, learning and resources for application across the organisation.
- Analyse data, develop insight reports and share findings across the team and across Sport Birmingham's network of partners, clubs and community organisations, as well as inform our marketing and communications.

- Responsible for management and effective use of data capture and reporting systems, including liaison with system providers and users.
- Work with the Operations Director to implement the data and evaluation elements of Sport Birmingham's project management framework.
- Work effectively across the team to advise on and implement appropriate measurement and evaluation processes, tools and good practice.
- Provide critical thinking, insight and evidence through learning to inform the continuous improvement of Sport Birmingham and support the team to develop strong and collaborative relationships.
- Identify and share sector learning and insight across the team and wider system partners to inform practice.
- Contribute to continued development of the organisational culture, systems and processes to continuously improve.
- Maintain and maximise adoption of the Sport Birmingham CRM (Salesforce) to optimise effective database management and enhance communications and partnerships.
- Use and maintain the Local Insight tool to generate real-time reports and mapping in line with project planning and review processes, identifying needs and gaps and, where appropriate, ensuring these are addressed.
- Where appropriate, carry out other duties as may reasonably be required, giving support to other members of the team at busy times.

Requirements for the role

- Knowledge and experience of monitoring and evaluation, measuring outcomes and impact both quantitatively and qualitatively.
- Data analysis and insight development, with the ability to ensure accuracy, identify trends and make recommendations.
- Team player with excellent planning and organisational ability.
- Ability to communicate well to a range of audiences, from beneficiaries and community organisations to Board members.
- Good level of computer proficiency, including MS Office packages and monitoring and evaluation systems.

Nice to haves for the role

- Experience of working in the charity and/or sports sector.
- An understanding of Open Data.

Other

- A commitment to Equality, Diversity and Inclusion, particularly personal learning and inclusive communications.
- Willing to work flexibly.
- An empathy and understanding of our mission.

How to apply

We encourage applications from all backgrounds, communities and industries, and are committed to having a team that is made up of diverse skills, experiences and abilities. We are committed to equality and diversity within our workforce and all opportunities provided by Sport Birmingham

If you'd like to have an informal discussion about the role, please contact Tom McIntosh (Operations Director) on Tom.Mcintosh@sportbirmingham.org or 07774 337388.

To apply, please email your CV and covering letter (maximum 1-page A4) outlining your suitability for the role, along with the equal opportunities form to recruitment@sportbirmingham.org. Please include Insight and Learning Manager in the subject of your email.

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