United Purpose is a movement of people and organisations that strive to end poverty and inequality across the globe. We are a leader in community-led development and grassroots innovations. For over 40 years we have worked with frontline activists, community organisations and individuals to support people to gain agency over their own lives – so they can move beyond aid.
GLOBAL ADVISOR, SPORT FOR DEVELOPMENT AND PEACE

Responsible to: Global Director of External Affairs
Relationship with others: Will work closely with UP Country Programmes, sport for development and peace (SDP) specific partners and other partner organisations. In the UK Office, will work with other departments requiring information/subject matter expertise on SDP, e.g. marketing/communications and safeguarding.
Location: Cardiff*
Hours: 35 hours per week
Contract type: Full-time, permanent
Salary: £34,500 - £36,500

*Note: Regular home-working may be possible for a candidate not based within reasonable commuting distance from Cardiff but regular travel to Cardiff will be required.

Aim of post:

We’re looking for someone to champion the role of SDP across the whole organisation, overseeing its growth and development. Externally you will be an authoritative face of SDP, extending our networks, promoting our work and making connections. Internally you will help embed SDP throughout our programmes, offer the technical expertise to country programmes, and support/lead on fundraising endeavours. You will also manage our SDP-specific programmes effectively and efficiently. This role will involve regular travel within the UK and internationally.
**Responsibilities**

**Representation and profile** – represent UP’s SDP work across the UK and internationally working to raise our profile, positioning UP as a thought-leader in this space:
- Attend conferences, participate in working groups/committees, and take advantage of any media opportunities
- Make meaningful connections and strategic partnerships with other organisations working in this arena

**Programme management** – directly manage a number of SDP projects:
- In line with the organisation’s policies and expectations, ensuring contractual obligations are met and key relationships maintained
- Contribute to UP’s safeguarding policies, procedures and guidelines and promote compliance with these in SDP projects.

**Fundraising** – offer support to country programmes and fundraising teams, as well as lead, the development of new funding opportunities:
- Provide technical support to the acquisition of new grants for SDP projects being led by country programmes
- Identify opportunities and lead on them yourself
Responsibilities cont.

• Develop and maintain a bank of new concepts/proposals for innovative SDP projects that will enable UP to effectively pre-position and quickly respond to funding opportunities.
• Contribute to UP’s communications by providing relevant information and materials from SDP programmes, and input into fund-raising and publicity campaigns.

Technical assistance - provide technical assistance and capacity-building to country programmes and partners on the design and implementation of SDP projects and activities:
• Provide expertise and technical support to integrate SDP best practice into programming where appropriate, in all aspects of project conception, design, monitoring and evaluation.
• Strengthen UP’s in-house capacity to deliver sustainable, high quality, impactful SDP programmes, by developing tools that capture good practice from existing SDP programmes and makes it accessible, transferable and applicable for UP country programmes. For example training materials and tools on: SDP project design and delivery, monitoring and evaluation, sustainability, inclusion, programme management and safeguarding in sport.

Learning and sharing - systematically work with country programmes to document experiences and learning for wider dissemination and application of learning within and beyond UP:
• Capture and share evidence of SDP’s innovative model of development through integration of SDP into mainstream programming.
• Share learning and best practice across UP country programmes.
Person specification

**Essential:**
- Degree educated, preferably in development studies or a related field
- Minimum 5 years’ experience working in international development
- Demonstrable experience of working with SDP programmes, including technical expertise and a good working knowledge of the wider SDP sector.
- Strong M&E and programme management experience in relation to community development programmes.
- Experience of working closely with local partner organisations.
- Proven capacity-building experience, including providing remote support and delivering high quality, engaging training and workshops.
- Proven experience in grant acquisition, including developing successful proposals.
- Fluency in English, including excellent level of written and spoken English.
- Ability to travel internationally, and proven ability to work cross-culturally.
- Understanding of and commitment to safeguarding in the international development context.

**Desirable:**
- Masters Degree in development studies or a related field
- Programming expertise in one of the following fields: child/youth development, health, gender, wash, social inclusion, livelihoods
- Sport-related skills such as coaching or sport curriculum development
- Knowledge of French or Portuguese.
HOW TO APPLY:

To apply for this role please send your CV, and a short covering letter to:

applications@united-purpose.org by 28 July 2019 quoting ‘Global Advisor, SDP’ in the subject line.

In the cover letter, please ensure to explain the following:

1. Why you are applying for the position
2. How your skills and experience meet the person specification

Interviews will be held on 08 August 2019.

All applications will be acknowledged but only successful applications will be contacted further.

United Purpose has a Safeguarding Children and Vulnerable Adults Policy, which reflects our commitment to protecting the people with whom we work. All candidates will be expected to comply with this policy and its procedures.