

Recruitment Pack:  
HEAD OF INSIGHT

LONDON  
SPORT

We are a  
*Living  
Wage*  
Employer

THE MAYOR'S  
GOOD WORK  
STANDARD



HEALTHY  
WORKPLACE

FOUNDATION  
2019

MAYOR OF LONDON

Watch our Let's Move London film [here](#)

*We believe in an active London*

*A city that runs, jumps, and kicks like no other.*

*A city where movement is for everyone*

*No matter the pace*

*Or the place.*

*We know the value of being active*

*And its power to change and save lives*

*In every corner of our city*

*But it isn't always easy.*

*That's why we're breaking barriers of inactivity and inequality*

*Bringing communities together through movement*

*Innovating new ways to motivate and inspire*

*And driving active habits for young Londoners*

*Not just for today and tomorrow*

*But for life.*

*We are London Sport.*

*And together, we can build a healthier city*

*Where everyone can live an active life*

*Let's Move London.*

## About London Sport

London Sport is a charity working to ensure more Londoners live longer, healthier and happier lives through being active.

Supported by Sport England and the Mayor of London, we collaborate with those who share our vision, running and supporting projects that help children, young people and the least active adults embed sport and physical activity into their lives.

## Join the London Sport Team

London's diversity is its biggest asset. That's why London Sport champions equality and strives to reflect our capital's diversity in our Board and staff appointments.

We particularly welcome applications from individuals from diverse backgrounds, ethnic minority groups, disabled people and members of the LGBTQ+ community.

At London Sport, you'll be part of a group of people who believe that we can change the lives of Londoners for the better through sport and physical activity.

We also believe in activity in the workplace. Our office is part of the House of Sport, a three story co-working space founded by London Sport to provide physical activity and sport organisations in London with a base to collaborate, network and learn from one another.

Along with our partners across the building, we are proud of a working culture that supports people to be active, whether that's through early morning yoga classes, lunchtime HIIT sessions, or post-work runs.

We're constantly challenging the sports industry to think more creatively about the ways that it works for London, and we include ourselves in that challenge too. If we're not thinking creatively, we're not thinking clearly enough about what matters for Londoners.

In recent years, we've had a run of successes which we're excited to build on going forward. From the growth of our landmark London Sport Awards to our commitment to helping children form an active habit for life, we're proud to be part of a growing and increasingly important movement to bring activity to people all across London.

We're looking for colleagues who will challenge us, encourage us, and work with us to enable every community in London to reap the benefits of an active life.

We are committed to equality, diversity and inclusion. We are focussed on ensuring that our workforce is representative of the communities we serve.

## The Role

This is an exciting time to be joining London Sport as we launch of our new 2024-27 strategy. Our strategy is underpinned by data, insight and evidence and our work is applied from grass roots through to influencing and advocacy at policy level.

As Head of Insight you are central to driving this vision internally and to present our work and work with stakeholders externally. London Sport provides insight and best practice to support the community sport sector to address inactivity, we also advocate for funding and system change to address the inequalities experienced by minority and disadvantaged groups across the capital.

You are a pro-active, talented, and confident person within the London Sport team leading our Insight work. The overarching purpose of the role is to produce actionable insight that supports that addresses inequality and helps Londoners to lead longer, healthier and happier lives through physical activity. With a team of four, you will develop and implement insight projects and help advance London Sport's insight led approach. The role is an exciting blend of organisational insight work, commissioning partners and helping London Sport develop thought leadership and build our influencing and advocacy work.

The Head of Insight leads works across the organization, working closely with our Heads of digital, technology and innovation as well as impact and data.

## What you'll do:

- Lead the production of robust, high-quality accessible and actionable insight that enables London Sport and its partners to increase physical activity levels across London's population.
- Lead research and insight projects. Including: coordinating others, methodology design, directly carrying out secondary and primary research, analysing and synthesising data, producing and communicating the research output. This involves commissioning work as well as developing teams internally.
- Support the Director and CEO to identify London Sport's insight needs and to embed insight led practice, processes and the associated culture across London Sport. This will include supporting colleagues to develop their own insight capabilities.
- Manage projects from inception to delivery, ensuring they are delivered within budget and on time. This includes creating and communicating project plans, scopes and schedules; assigning tasks and deadlines and the quality assurance of project deliverables.

- Working with colleagues, secure investment and funds that support the effective delivery of our work.
- Provide thought leadership pieces, white papers and or thought pieces to engage and raise awareness around London Sports areas of focus and issues.
- Provide leadership and management to colleagues.
- Act as the key contact for stakeholders both internal and external.
- Working with colleagues to set appropriate project success metrics, analyse and report this data at appropriate frequencies.

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## Your Team

London Sport is a team of people with very different backgrounds, experiences and specialisms.

Meet some of the team you'll be working with:

### **Emily Robinson | Chief Executive Officer**

With experience in both the charity and public sector, I joined London Sport in February 2022. I have recently taken up playing five a side women's football. and enjoy walking and running in the local parks. I have a keen interest in behaviour change campaigns and lobbying and advocacy.

### **Megan Bevis | Insight and Impact Manager**

I lead on developing our place-based insight and learnings, provide insight support to our Health work, and lead on the Active Lives survey for Children and Young People. Previously I have worked in project management for the past seven years, four those within the Sports Development team at London Sport! Outside of work I enjoy attempting to grow my own vegetables (with varying levels of success!) and I love learning new skills such as baking bread.

### **Josef Baines | Insight Manager**

My role is to lead the management and delivery of high-quality insight, evidence and data. Prior to joining the Insight Team, I project managed large-scale London-wide projects, provided commercial and consultancy work and bespoke training courses locally and nationally to clients such as Marylebone Cricket Club and The Football Association. In my spare time, I love all things art and culture, books, food, films, coffee, travelling, and generally trying to stay fit.

## The Process

Application is by completion of a short online application via our recruitment platform ([Applied](#)).

We are committed to fair and unbiased recruitment and use Applied to remove any unconscious bias from our process. You will be asked to answer a small set of questions that address the job description and person specification.

Candidates who successfully progress from the application stage will be invited to an interview.

## Key Details:

- Full-time permanent contract. We are open to discussing part-time and compressed working patterns.
- Salary: £52,500 pro rata
- Offering 28 days' holiday + 8 public holidays + 5 volunteer days + Christmas Closure
- Competitive Pension scheme
- Life Assurance and Health Cash Plan
- Flexible working: we use a model of 2 plus days in our central London office at House of Sport and working from home, with travel required throughout London
- By applying for the role, you are stating that you are eligible to work in the UK. London Sport is unable to apply for a Certificate of Sponsorship for this role.

## Timeline:

- Deadline for applications: 23:59 on Sunday 13<sup>th</sup> October 2024
- Interviews: Week commencing 21<sup>st</sup> October

## To Apply:

Please visit: <https://app.beapplied.com/apply/yzibg8z4f>

If you have any questions about the role or London Sport, please email [hr@londonsport.org](mailto:hr@londonsport.org).