

## **Volunteer/Internship Recruitment Details: Assistant Games Manager**

**Organisation:** SportInspired

**Description/Business Summary:**

SportInspired's vision is of communities connected with energy and passion, where young people have a zest for life. To achieve this we deliver fun, inclusive, innovative, and impactful community programmes called SportInspired Games. These bring together key local community stakeholders to achieve a shared common purpose, including businesses, sports clubs, schools and councils. We believe that people are at their best when active and connected to others; this improves health, and builds a variety of life-skills, especially confidence and leadership. Through our programmes we empower communities to help young people enjoy being active and connect to positive role models. Since 2008, SportInspired have worked with over 35,000 people and 400 schools across the UK. **SportInspired Games are free** for all participating schools thanks to our partner businesses.

**Duties:**

Interns will play roles in planning, organising, and being a key communication source amongst members of SportInspired. We are keen to cater to your desire for experience and shape the position around your needs. They will cover a variety of tasks, such as researching and recruiting schools and sports clubs and helping to organise kit bags and essential documents for SportInspired Game. Following the games, interns will be required to manage and measure the outcomes (e.g. Encourage and assist participants to join their local club). We also require assistance with the upkeep of our website, our online presence and, crucially with the management of the Games themselves – working with local children, young leaders, sports coaches and corporate volunteers. Administrative functions are required in the office and diversify on a day-to-day basis.

**Ideal Candidate:**

The ideal candidate will be pro-active, able to work independently, and have a real passion for what we are trying to achieve at SportInspired. They will demonstrate an all-round positive attitude, ability to multi-task and a readiness to engage with all assigned tasks including research and data entry. An interest in sport would be most helpful. Candidates will be expected to have excellent oral and written communication.

**Application:**

If you want to be part of the team, fill out the form located in the following link:

<http://sportinspired.org/internship-programme/>

**Internship Information:**

**Salary:** This is a voluntary position

**Internship Duration:** 12 weeks/3 months

**Days/times of work:** Full time or Part Time

**Dress Code:** Casual unless advised otherwise.

**Application Deadline:** We accept applications on an on-going basis

**Starting date:** To be discussed

**Contact:**

**Postcode:** SE1 3JB

**E-mail:** calum.george@sportinspired.org

**Website:** www.sportinspired.org

**Good luck!**