



International Safeguards for Children in Sport Manager Job Description

Title:	International Safeguards for Children in Sport Manager
Duration:	12-month Part Time Fixed Term
Contract Salary:	Global Benchmark Salary £35-45,000 per annum (pro rata), with location-based adjustments applied to support equitable global recruitment and responsible governance
Hours:	15-20 hours per week
Reports to:	CEO of Safe Sport International
Location:	home based (globally)

The International Safeguards for Children in Sport is a global initiative, which aims to make sport safe for every child, everywhere. With more than 200 members around the world, the initiative has worked for over 10 years to develop resources and guidance to support sports organisations to improve their approaches to safeguarding children in sport.

Vision: All children, everywhere, safe in sport

Mission:

To support and influence organisations and Governments, responsible for the policy environment, to improve safeguarding in sport

To support and influence organisations involved in the delivery of sport, to develop their policies and practice to make sport safer for children

Values:

- Respect for human rights and the rights of the child
- Mutual respect
- Diversity and inclusion
- Equity
- The power of sport

Please refer to the Safeguard's website for more information about the initiative:
<https://safeinsport.org/>



ABOUT THE TEAM

This role supports the International Safeguards for Children in Sport Initiative and is guided strategically by the Initiative's Advisory Board but will be managed and supported day-to-day by Safe Sport International.

Safe Sport International (SSI) is a global leader in safeguarding in and through sport. Through international conferences, expert consultancy and accredited safeguarding services, SSI strives to drive change in international standards and bring clarity to the nuanced, complex world of safeguarding in sport.

SSI is based in the United Kingdom, functioning as a charitable organisation under the strategic leadership of the CEO and SSI International Trustee Board.

The SSI staff team look after the charity's day to day operations, delivering key projects and strategic priorities, and ensuring effective implementation of the charity's mission. The team consists of a CEO, a Projects and Resources Lead, and a Senior Executive Assistant and Business Coordinator. The International Safeguards for Children in Sport Manager will report directly to the SSI CEO.

ABOUT THE ROLE

The International Safeguards for Children in Sport Manager is focused on managing the global initiative to develop tools and initiatives that build safeguarding capacity, and campaigns that promote safe sport and the International Safeguards. The postholder is responsible for seeking funding to ensure the initiative's long-term sustainability. Given the breadth of the role, the deliverables often look different on different days. This requires the postholder to have the ability to navigate complex situations and prioritise effectively.

As the International Safeguards for Children in Sport Manager, you will manage, coordinate, shape, and implement key areas of the International Safeguards initiative work, as directed by the ISCIS Advisory Board (AB), and with the support of the ISCIS Working Group (WG). This will include developing and implementing a long-term sustainability strategy, taking the lead on certain activities in the action plan, and coordinating and minuting all meetings of the AB and WG.

You will shape the planning and delivery of the initiative's campaigns and initiatives, ensuring alignment to the core objectives and Action Plan. You will also represent the International Safeguards externally, acting as a spokesperson (along with the ISCIS Co-Chairs) on safeguarding in sport, using technical knowledge, experience and skills to build



high impact financial and non-financial partnerships with donors, partners, supporters and other key stakeholders.

WHAT WE EXPECT YOU TO ACHIEVE

- Develop and lead on a long-term sustainability strategy for the initiative. This will include working under the guidance of the AB and in partnership with the WG to develop and implement a fundraising strategy and long-term operational strategy.
- Deliver core aspects of the Action Plan, as agreed with the AB and WG, and with support of WG Task and Finish Groups.
- Coordinate all aspects of the initiative. This will include arranging regular WG and AB meetings, preparing all papers for the meetings and sharing them in advance, capturing minutes and sharing key actions and notes from the meetings.
- Arrange and chair the quarterly Risk Committee meetings, capturing and sharing headlines and actions.
- Maintain a database of supporters, welcoming new supporters who take the pledge, and completing related MailChimp and due diligence actions.
- Support the development and delivery of all communications, working with external consultants and the WG to develop and deliver impactful annual campaigns on Safe Sport Day as well as creating and publishing year-round communications via social media (LinkedIn, Facebook and Instagram) alongside coordinating the development of a monthly newsletter.
- Maintain the initiative's website: www.safeinsport.org – including adding new supporters to the members map, uploading new resources to the site, and updating page content as needed.
- Manage the initiative's inbox: info@safeinsport.org responding to all messages and queries in a timely manner.
- Ensure all protocols and policies are kept up to date.
- Implement the bi-annual re-pledging initiative, updating records following re-pledges and collating responses and insights from the annual survey.
- Skilfully manage multiple-stakeholder relationships across the initiative, sharing safeguarding insights to leverage influence, income and impact for children.
- Represent the International Safeguards for Children in Sport at conferences and events relating to safeguarding and sport as necessary.

BEHAVIOURS, EXPERIENCE AND SKILLS

Effective Behaviours

Complexity and judgement

- Makes day to day project management and priority setting decisions with limited reference to line manager
- Relies on extensive prior learning and considers multiple factors and variables to resolve complex issues.
- Is comfortable exercising sound professional judgement in ambiguous and fast changing environments



Communication

- Speaks with fluency on a range of platforms and with senior stakeholders, on complex issues related to child safeguarding in sport.
- Displays professionalism and confidence in communications, with the ability to gain respect and influence outcomes.
- Shapes messages adapted to different audiences.

Teamwork and collaboration

- Develops mutually beneficial relationships and generates trust and credibility through strong relationship building and conflict resolution skills.
- Is reliable, diplomatic, discreet, and ethical.
- Interfaces with external stakeholders/donors, building relationships.
- Values diversity, respecting and drawing on different perspectives, skills, experience and knowledge

Efficiency and effectiveness

- Balances multiple and conflicting priorities.
- Uses good judgement so that problems are spotted in advance and solutions identified quickly.
- Works proactively and creatively.
- Evaluates work, learns from results and adjusts strategies to provide the best results.

Results focused

- Takes a solution focused approach to problem solving, to succeed in difficult circumstances.
- Constantly searches for quicker and better ways to do things.
- Pursues goals despite obstacles, driving self and others to achieve challenging results.

Relevant experience

- Experience of successfully managing a complex international project.
- Experience of developing and successfully implementing a long-term sustainable fundraising strategy, with proven success in raising core funding.
- Experience of working within the field of safeguarding and sport. Ideally this will include experience of working specifically in the area of child safeguarding.
- Experience of successfully building relationships with key stakeholders enthusing them, gaining their commitment to the work of an organisation, and influencing key decisions.
- Experience of adhering to best practice in child protection and safeguarding, making decisions in the best interests of the child.
- Experience of working in an international organisation would be an asset.
- Experience in communications, marketing or PR would be an asset.

Specific knowledge and skills



- Highly developed management skills: able develop and maintain relationships (including at a senior level) with a wide variety of people and collaborate and work with others for successful outcomes.
- Excellent project management skills with the ability to organise and plan within a project environment to deliver objectives within scope and on time.
- Comprehensive knowledge and understanding of fundraising for organisations in a related field.
- Sound knowledge and understanding of the field of safeguarding and sport, including knowledge of current trends.
- High levels of personal gravitas and presence to talk about the International Safeguards for Children in Sport initiative, within fundraising, partnership and advocacy contexts.
- Working knowledge of the policy context in safeguarding and sport.

SALARY

The International Safeguards and Safe Sport International use a global Benchmark Salary framework. The Benchmark Salary for this role is £35-45,000 per annum (pro rata), based primarily on the value, responsibilities and impact of the role, with location-based adjustments applied to support equitable global recruitment and responsible governance of resources.

Final remuneration will be determined based on experience, skills, location and employment arrangements.

How to apply:

Email your CV/resume and an application letter (maximum two pages) to opportunities@safesportinternational.com

Applications close 26 October 2026.