

Job Title: Programme Manager (Euro Legacy and Football multi-sport Facilities)

Directorate: Partnerships and Place

Reports To: Euro 2028 Legacy Programme Lead

Term / Grade: L5 / Temporary (12 months)

JOB PURPOSE

To lead programme management of new work in relation to requests from DCMS starting this financial year (2026/27).

1. Euro 2028 Legacy Plan
2. Innovative Facilities Fund (IFF)
3. Local Community Sports Facility Plans (LCSFPs)

To support and influence coordinated delivery across existing Football and Multi-sport programmes in addition to other DCMS requests.

DIMENSIONS

Direct Reports: None

Location: Homeworking or hybrid Office-based. Flexible in accordance with Sport England's working arrangements. The role requires regular attendance at Sport England offices and external meetings and events across England, where required for the effective performance of the role. Reasonable adjustments will be considered where appropriate.

Key Stakeholders: DCMS, Football Foundation, various NGBs, Active Partnerships, Active Partnership National Organisation, Local Authorities, UK Sport, National Lottery Community Fund, external consultants.

KEY DUTIES AND RESPONSIBILITIES	% Time
Programme Management Own, develop and manage the integrated programme plan for the EURO legacy programme including multiple associated project plans, risk registers and issue logs for key projects.	70%

KEY DUTIES AND RESPONSIBILITIES	% Time
• Lead and be accountable for weekly / monthly work plans managing overall programme delivery and key interdependencies • Lead task management in the rollout of initiatives related to Sport England delivery including across key stakeholders such as DCMS, NGBs and other Euro Legacy Plan partners, prioritising as required Work alongside investment colleagues to oversee related investment processes, taking a lead role for the Team across Euro legacy, IFF, LCSFPs and football and multi-sport investment • Support procurement, assessments and decision making overseeing the overall decision timeline ensuring this is kept to. • Provide continuous monitoring of award programmes and contract deliverables to track progress within agreed budgets • Coordinate with national and local partners on workforce project delivery to maximise connectivity of football's professional and volunteer workforce with Euro legacy delivery across host cities and beyond. • Work alongside Government's chosen evaluation partner(s) for the programmes, ensuring alignment of Sport England measurement and reporting processes and delivery of value for money and maximum return • Produce accurate and clear written progress reports and presentations for internal and external stakeholders interpreting programme data and insight to influence decision making. • Own and manage programme cashflow and forecasting across relevant investments and contracts in line with agreed terms and processes	
Relationships, Communication and Influence • Determine and lead appropriate reporting, governance and information-sharing arrangements for the programme, ensuring senior stakeholders have the information and insight required to make informed	15%

KEY DUTIES AND RESPONSIBILITIES	% Time
decisions and enabling effective cross-organisational working. • Develop and manage regular information / progress reporting for 'pipeline' investments and 'Euro legacy enablers' ensuring connectivity to Government's Euro legacy plan and place partnership plans, where appropriate • Represent Sport England in relationships with Government's other strategic funding partners, including UK Sport and The National Lottery Community Fund, helping influence joint approaches and identifying opportunities to maximise Sport England's contribution and connectivity across the Legacy Plan. • Deputise for the EURO 2028 Legacy Programme Lead and Principal Planning Manager as required, representing Sport England in internal and external forums • Exercise sound professional judgement in the day-to-day management of the EURO legacy programme, making decisions on programme priorities, sequencing, delivery approaches and the management of risks and issues, escalating matters that require senior/executive level decisions.	
Ad Hoc	
• Work flexibly to carry out any other duties that your skills can be applied to where directed and capacity allows. • Follow policies and procedures in relation to other matters e.g. Health and Safety, procurement	15%

Our Values

- **Ambitious** – Determined in pursuit of our goals, prioritising work and partnerships that will most advance our mission, help us succeed and make a positive impact on our nation.
- **Innovative** – Curious, optimistic and relentless, we question established ways of working and learn from each other and from our experiences.



- **Inclusive** – Harnessing our collective strength and respecting difference to create the conditions for everyone to engage and to excel.
- **Collaborative** – One team, committed to delivering together and working with others to make a difference to people's lives.

Person Specification

Knowledge and experience

Essential

- 1) Experience of implementing and managing investment portfolios to achieve organisational outcomes.
- 2) Experience of managing complex programmes or projects, including plans, priorities, risks and interdependencies.
- 3) Experience of building and managing effective stakeholder relationships and partnerships, both internally and externally.
- 4) Ability to think strategically, identifying and connecting opportunities across programmes and the wider organisation.
- 5) Strong communication and influencing skills, with experience of presenting complex information clearly and influencing a range of stakeholders, including senior stakeholders.
- 6) Evidence of effective problem-solving and decision-making, including identifying issues and implementing appropriate solutions.
- 7) Strong organisational and time-management skills, with the ability to manage competing priorities and deliver to agreed deadlines.
- 8) Ability to manage your own workload effectively while working collaboratively with colleagues and partners.

Desirable

- 1) Experience of working within the sport and physical activity sector
- 2) Understand investment management processes including good practice in design, assessment and decision-making principles.
- 3) A strong understanding and experience of working with or for National Partners such as Active Partnerships, National sports development agencies or Voluntary Sector organisations.
- 4) Strong understanding and experience of the community football landscape and key relationships.



We are committed to providing an inclusive and accessible recruitment process. If you need a reasonable adjustment at any stage of the recruitment and selection process, please let us know what would help you participate fully.