



Development Officer – Youth Leadership

JOB INFORMATION PACK

April 2026



Contact us for more information or an informal chat

Youth Sport Trust

01509 462900 jobs@youthsporttrust.org

www.youthsporttrust.org

Contents

About us	3
Why We Exist	4
Our Values	4
Our History	5
Our Strategy 2022 - 2035	6
Leadership & Inclusion Team	7
Job Description	8
Person Specification	11
Terms & Conditions	12
Terms & Conditions (continued)	13
How to apply	15

If you have any questions about the content of this information pack, please contact the HR Team





About us

We are the UK's leading charity improving every young person's education and development through play and sport. Our vision is a future where every child enjoys the life changing benefits of play and sport.

Sport gives young people a platform to have their voice heard and a place where they feel they belong, and we are on a mission to harness this extraordinary power to change young lives today and help them build a brighter tomorrow.

We are passionate about enabling all children to unlock their full potential through high quality inclusive and innovative play, physical education and sport opportunities. Over 30 years we have developed a unique way of maximising the power of sport to grow young people, schools and communities through the development of physical and mental health, fostering inclusion and building character and leadership skills.

We empower young people through supportive environments, so they can grow in confidence and find friendship.

We equip educators, grow networks and build communities of practice to demonstrate and advocate the impact of play and sport on school improvement and educational outcomes.

We inspire changemakers who lead the change they want to see in the world.

Together, we can reduce the impact of childhood inequalities and ensure that every young person achieves their personal best.



Why We Exist

Young people in the UK are in the middle of a crisis – and we're failing them.

They're growing up against a backdrop of rapid environmental and technological change, political chaos, relentless digital overload and an economy that's flatlining. A world that feels louder, faster and more unstable every day.

They're "connected" 24/7, yet lonelier than ever. Scrolling for dopamine hits. Struggling to regulate emotions. Trapped in a cycle that's leaving them burnt out before adulthood has even begun.

The stats don't lie: UK 15-year-olds report the lowest life satisfaction in Europe. Childhood obesity and mental health problems are spiralling. One in three don't play outdoors. If we stay on this path, by 2035 most young people will lose countless hours each day to screens and by 2050 one in four will be obese.

But there is an antidote.

Sport and play cut through the noise. Movement fuels both body and mind. Teamwork teaches leadership, resilience and confidence. Play builds real human connection – the stuff you can't swipe for.

That's why the Youth Sport Trust exists. To tear down barriers. To put inclusion, wellbeing and life skills back at the heart of growing up. Because every child deserves more than just getting by — they deserve to belong, to thrive and to achieve.

Our Values

Our values are our moral compass and guide the attitudes and behaviours required of us to achieve our vision. They provide an accountability framework for how we work internally with each other and with our customers and clients. They have also been refreshed in line with the new strategy.

- Be **courageous** and tackle big issues
- Take **responsibility** for what needs to be done
- Act with **integrity** in everything we do
- Place **inclusion** at our heart
- Grow through **collaboration**
- Earn **trust** through our actions.



Our History

The Youth Sport Trust was officially founded in 1995, after Sir John Beckwith witnessed a street fight in his home neighbourhood of Mayfair and concluded that sport could be used as an intervention to support young people, develop their potential, and improve their life chances.

Motivated by what he had seen, Sir John donated £1 million to launch the charity and joined forces with Olympic gold medallist Duncan Goodhew MBE to appoint its first Chief Executive, Baroness Sue Campbell DBE.

Duncan, who had faced significant challenges at school due to alopecia and severe dyslexia, found in swimming a lifeline and a positive environment in which he could thrive. His vision for the charity was to work through schools to reach young people disengaged from education who could benefit most from the power of sport.

Sue brought experience from her early career as a PE teacher in Moss Side, where she encountered young people whose circumstances and lived experiences were very different from her own. She recognised the power of peer leadership to influence and engage young people, and the importance of giving them agency and choice in how they participate in sport.

These founding values continue to run through the heart of the Youth Sport Trust's work: using the power of PE, sport, and play to build brighter futures. The charity empowers young leaders to help ensure every child feels they belong in sport, supports their health and wellbeing so they can thrive, and develops their life and leadership skills so they can achieve both in school and in life.

“Sport has so much to offer young people. It is my personal belief that it also has a wider influence. Channelling the energy of young people in a positive direction that encourages a healthy lifestyle and makes them less likely to turn to drugs, alcohol and crime.”

Sir John Beckwith

“Education is not just about learning, it's about empowerment and facilitation, enabling young people to gain confidence and self-esteem to bring out the best in themselves....[you can] change young lives through physical activity.... in every child is a magic spark.”

Sue Campbell DBE

“Swimming saved my life; it was my life preserver in school. I could not read, I was drowning in the classroom and it was a swimming class and being in a team that changed my fortunes and allowed me to achieve what I have done in my life.... People can change the hand they've been dealt and they can make a difference, and it's through sport that we do that.”

Duncan Goodhew MBE

You can read more about the history of our charity here:

<https://www.youthsporttrust.org/about/what-we-do/our-story>



Our Strategy 2022 - 2035

The Youth Sport Trust was established in 1995 and over 30 years has worked tirelessly in pursuit of a simple belief, sport changes lives and through play and sport we can build brighter futures for young people.

In 2022 we launched our brand new 2022-2035 strategy, 'Inspiring Changemakers - Building Belonging'. Through it, our aim is to galvanise and inspire changemakers to transform attitudes, improve practice and drive policy change. Together we want to harness the power of play and sport to build belonging for a generation, improving their health, fostering inclusion and developing character and leadership.

This strategy has four objectives:

1. We're taking **urgent action** to level the playing field, fighting for inclusion and supporting the wellbeing of the most under-served or disadvantaged young people.
2. We're creating a **generational shift** to balance the demands of the digital age by developing life and leadership skills.
3. We're creating **societal change** by transforming the perceptions of the value of PE, Sport and Play in the education and development of young people.
4. We're **changing from within** to create an inclusive, sustainable and high performing organisation.

These objectives are supported through our engagement with six 'Changemaker' groups.

We will:

1. **Equip educators** to rebuild wellbeing and level up life chances of young people most affected by Covid-19, and those suffering from the effect of inequalities.
2. **Empower young people** by unleashing a nationwide community of young leaders, who harness the positive power of play and sport to improve wellbeing, build friendships, and foster understanding.
3. **Unite a movement of organisations** to reclaim play and sport at the heart of every school and make it fun for everyone.
4. **Mobilise influencers in all areas of** public life to make the decline of physical activity levels and human connection in a digital age matters of national concern.
5. Help **families** understand and champion their children's physical literacy and its importance to a healthy and happy childhood.
6. **increasing our impact on, connection with, and relevance** to a changing world.



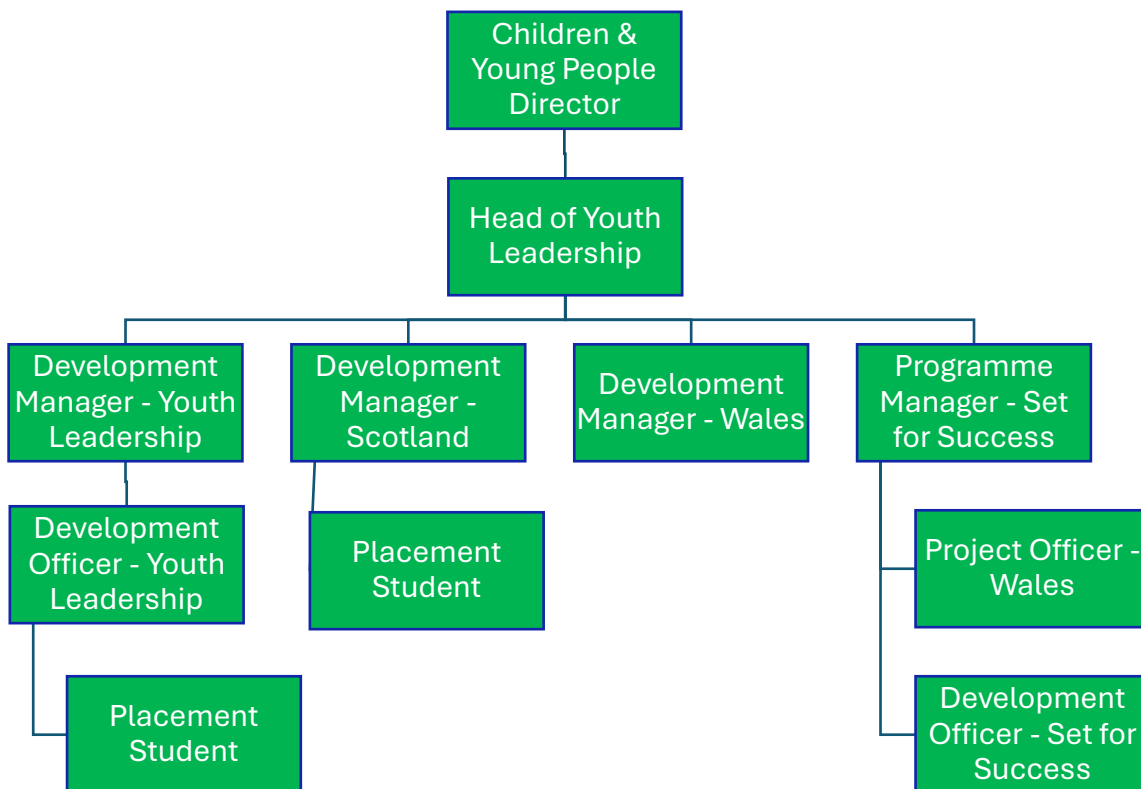
Leadership & Inclusion Team

Current team overview

The Leadership and Social Inclusion Team oversee the organisation's approach to youth leadership, delivering key programmes and activities that empower young people through meaningful engagement in our work. The team ensures that youth voice is embedded at the heart of the organisation, shaping decisions and influencing practice at every level. In addition, it supports educators to listen to seldom-heard voices and to provide high-quality leadership experiences that help young people to gain essential skills and build belonging.

Promoting equality, diversity and inclusion through youth leadership is central to our work. The team also leads key networks and collaborates with partners across the sector, as well as managing major contracts across the home nations that focus on developing young people as leaders.

We benefit from a purpose-driven and values-led culture and work with an incredible team who go the extra mile day in and day out for the charity in heartfelt pursuit of its mission.





Job Description

Position	Development Officer - Youth Leadership
Grade:	D
Responsible to:	Development Manager – Youth Leadership
Responsible for:	Placement Student Youth Leadership
Car Allowance:	No
DBS Check:	Yes - Enhanced
Location:	Hybrid - Loughborough 1-2 days per week
Issue Date:	April 2026

Overall Role:

- Support the Youth Sport Trust's (YST's) approach to empowering young people as leaders using play and sport.
- Provide leadership, knowledge and creativity in the design and delivery of our programmes, working with key stakeholders to maximise impact.
- Deliver key work within the Youth Leadership portfolio, including programmes of work which enhance youth voice.
- Use insight and learnings to ensure all youth leadership work demonstrates best practice and showcases the power of youth leadership to develop valuable life skills in young people.
- Build relationships with partners, schools, and networks to share best practice.
- Ensure young people's needs are central to our youth leadership work.
- Ensure all work with young people is delivered in line with safeguarding policies and promotes their safety and wellbeing at all times.



Duties & Responsibilities:

Building Relationships

- Build relationships with colleagues and partners to support the delivery of work across the youth leadership portfolio.
- Keep school networks and partners updated on the progress of the Youth Sport Trust's youth leadership work.
- Engage with our young leader networks, including the Youth Board and Team Leaders, to help the Youth Sport Trust share the power of youth leadership and demonstrate its impact for young people.

Developmental Thinking

- Engage with young people to help capture their insight about young people's needs and use this learning to influence our work across the charity.
- Work with YST colleagues to use internal expertise and knowledge.
- Promote the value of youth engagement, leadership, coaching and volunteering and the power of youth voice.
- Work with our tutors, mentors and authors to develop youth leadership content that supports event delivery
- Ensure that leadership programmes and interventions align with the charity's overall goals.
- Share learning and insight with the team to drive innovation and improve delivery.

Project Planning and Delivery

- Ensure safeguarding is embedded in the planning and delivery of all programmes, events, and activities, maintaining safe practice at all times.
- Develop project plans for youth leadership programmes and activity to ensure they run on time and within budget.
- Communicate key messages clearly to promote the leaderships programme's profile and impact.
- Lead the Team Leader volunteer programme that supports the delivery of our events and programmes.
- Support the design and delivery of high-quality youth leadership events, experiences and residentials
- Pilot and test new programmes as required.

Influencing

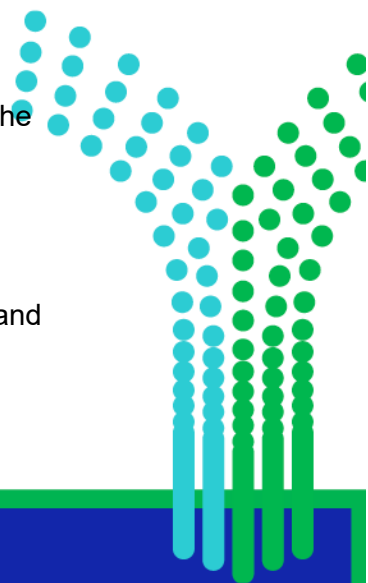
- Ensure our programmes reflect young people's views.
- Encourage colleagues to support and promote youth leadership across the organisation.

People Management

- Line manage and support the Placement Student Youth Leadership.
- Set clear objectives and provide regular feedback and coaching to provide the best experience for the student and the charity.

Data Analysis, evaluation and reporting

- Provide progress reports against programme targets (KPI's).
- Collect and analyse data to measure impact and share these with funders and stakeholders.



- Work with the Research and Insight team to evaluate the impact of programmes and collect examples of best practice.
- Identify, evaluate and manage risk to programme delivery.
- Collect insight, data and personal stories to show the impact of youth leadership.

General

- Adhere to all relevant safeguarding policies and procedures and report any concerns.
- Work within our equality & diversity, data protection, information security and health and safety policies and guidelines.
- Promote, uphold and demonstrate the Youth Sport Trust values of Trust, Responsibility, Integrity, Inclusion, Courage and Collaboration
- Any other duties which may reasonably be required, and which are commensurate with the post and its' associated level of responsibility.



Person Specification

Applicants for this position should be able to satisfy the following criteria:

Experience

1. Experience working in youth sport, education or youth development
2. Experience working directly with young people, including co-design and youth voice approaches
3. Experience managing projects from planning through to delivery and evaluation
4. Experience using systems to manage and track data (e.g. databases or reporting tools)
5. Experience working with external partners and stakeholders
6. Experience managing budgets or programme finances
7. Experience supporting, mentoring or supervising others

Knowledge

1. Good understanding of the education and/or youth sector
2. Understanding of youth leadership and how it supports young people's development
3. Understanding of youth engagement and the importance of youth voice
4. Ability to use data and insight to improve programmes and demonstrate impact
5. Awareness of safeguarding principles and good practice when working with young people
6. Awareness of inclusion, equality, and diversity in youth settings

Personal qualities

1. Proactive and able to take initiative to solve problems
2. Strong communication skills, both written and verbal
3. Good organisation and planning skills
4. Ability to manage multiple priorities and meet deadlines
5. Able to work both independently and as part of a team
6. Strong interpersonal skills and ability to build relationships
7. Flexible and able to adapt to changing priorities
8. Prepared to work out of normal office hours to travel across the UK, including occasional overnight stays.





A full statement of the main terms and conditions of employment will be supplied with any formal offer of employment. The information provided below may be helpful to applicants as a guide but should not be treated as a substitute for a full contract of employment. Please note that terms and conditions will be pro-rated for part time appointments as appropriate.

Hours of Work

This position is offered on a permanent contract based on fulltime hours of 37 per week. Furthermore, you will be expected to work the hours necessary to fulfil your duties satisfactorily.

Salary

We are looking to appoint at circa £30,282.00 per annum.

Location

The successful candidate will be required to travel to our Loughborough office 1 – 2 days per week and other offices and events around the UK as necessary.

Annual Leave

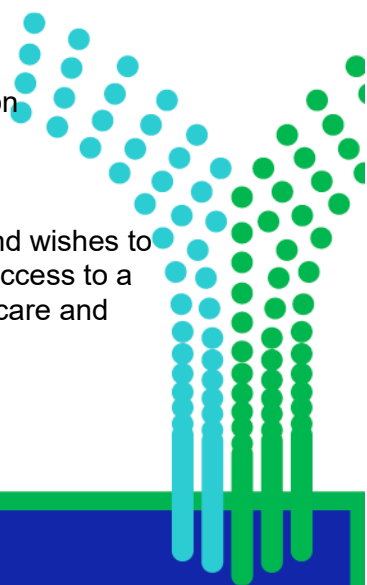
This post has an annual leave entitlement of 25 days which may be taken, subject to approval by line manager, at any time of the year. In addition, there will be 8 bank holidays and 5 additional days which the Youth Sport Trust determines on an annual basis. These allowances will be pro rata for part time and temporary positions.

Pension

On the start of your third month of continuous service with the Trust you will be contractually enrolled into the pension scheme nominated by the Trust. Upon joining the scheme, you will receive 5% employer pension contribution, based on your basic salary. Full details of the Qualifying Scheme are available from HR.

Health Cash Plan

The Youth Sport Trust recognises the importance of maintaining good health and wishes to support employees and their families with this. We provide all employees with access to a health cash plan that allows employees to reclaim costs for a range of medical care and treatment costs.



Volunteer Days

The Trust recognises the importance of volunteering and as such provides up to 5 days volunteer leave per annum. 3 days are paid, the remaining are unpaid.

Interest Free Season Ticket Travel

The Youth Sport Trust offers interest free loans for employees to purchase bus or train season tickets.

Terms & Conditions (continued)**Probation & Career Development**

Initial appointment to the Youth Sport Trust is subject to a six-month probationary period. All posts in the Youth Sport Trust are subject to an annual appraisal process with a formal six month review.

The Youth Sport Trust has identified a number of competencies that are aligned to our values. Competencies are the behaviours and skills that define successful performance in the workplace and provide an understanding of what is required to be effective within a role and to develop in your career. Competencies allow for an individual's performance to be evaluated not just on outcomes but also on how they achieve those outcomes. Typically, competencies are used to provide people with more clarity about what is expected of them, what is acceptable and unacceptable performance, as well as supporting the values of an organisation.

The framework for Youth Sport Trust has been developed with input from all managers and employees across the organisation. There are 16 competencies in total and employees work with their managers to identify those that are most appropriate to them and their development. We have one core competency that is critical for all employees which is "Living Out the Company Values".

Pre – Employment Checks

Any offer of employment will be conditional on:

- The receipt of two references to the Youth Sport Trust. One referee must be your current or most recent employer.
- Satisfactory documentary evidence of your eligibility to work in the UK in accordance with current legislative requirements.
- Your written confirmation that the information provided on your application is correct.
- Satisfactory verification of your professional qualifications

If the post involves training, supervising, working with and /or being in sole charge of children and young people you will be required to apply for a disclosure from the Disclosure and Barring Services (DBS). This check is an impartial and confidential document that details an individual's criminal record, and where appropriate, details of those who are banned from working with children. The offer of employment will be conditional on the disclosure proving satisfactory to the Youth Sport Trust. The Youth Sport Trust complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.





Applications should be made using the online Youth Sport Trust application form. For further details and access to the online form please visit <https://careers.youthsporttrust.org/> and click on the appropriate vacancy.

Dates for your diary

Closing date for applications:	11:59pm on 10 May 2026
Selection:	11 May 2026
Interviews:	20 May 2026 in Loughborough

Closing Date

Please note applications submitted after the closing date will not be considered.

Interview

The format of the interviews will be confirmed if you are selected, but please be aware that the format usually consists of job focused individual activities, followed by a panel interview.

Equal Opportunities

Youth Sport Trust positively welcomes and seeks to ensure we achieve diversity in our workforce and that all job applicants and employees receive equal and fair treatment. We encourage applications from all candidates regardless of age, race, sex, gender identity, religion, sexual orientation, disability, or nationality.

Further information on the Youth Sport Trust

If you would like further information on the Youth Sport Trust, please refer to the YST website www.youthsporttrust.org

