

Working at BaseballSoftballUK

ROLE PACK

MLB LONDON SERIES PROGRAMME LEGACY MANAGER

APRIL 2024



INTRODUCTION

WORKING AT BASEBALLSOFTBALLUK

BaseballSoftballUK (BSUK) is seeking to appoint an MLB London Series Programme Legacy Manager on a full-time, fixed term basis. This position will play a pivotal role in securing and managing MLB and BSUK's joint initiatives for baseball and softball in the UK.

With Major League Baseball (MLB) games returning to London again in 2024, the Consortia partners behind the games are continuing to create a lasting and sizeable legacy for the MLB World Tour: London Series and baseball and softball in the UK. The MLB London Series Programme Legacy Manager is a key appointment who will initiate, coordinate and manage delivery of key partnerships and programmes that will grab the interest and enthuse a whole new generation of volunteers, coaches and most importantly players into baseball and softball. The role is funded by MLB, the Greater London Authority (GLA) and BSUK. This role provides a unique opportunity to make a large and sustained impact on baseball and softball in this country. The role is hosted by BSUK, who will report to the MLB London Series Legacy Steering Group on the legacy work.

Sport Unites is the Mayor's flagship community sports programme. It supports his long-term vision to make London the most active and socially integrated city in the world set out in Sport for All of Us – the Mayor's strategy for sport and physical activity in London.

In June 2022, MLB Commission Rob Manfred announced future iterations of the MLB London Series: "All aspects of the inaugural MLB games in London were an overwhelming success," Manfred said in a statement. "It was clear that sports fans in London had a great appetite for baseball and that passion was shared by Mayor Khan as well as the business and media community. We are confident in making a long-term commitment to London and are looking forward to returning to the city with more MLB games, special fan events, and other opportunities to play and watch the game."

When you join BSUK, you will work in a progressive development agency, looking to make lasting and meaningful impact on people's lives through baseball and softball. We pride ourselves on being outspoken in our words and deeds on the place of women and girls in sport and the importance of proactive LGBTQ+ initiatives. We seek out opportunities to work in ethnically diverse communities and to introduce our sport to people who have disabilities.

BSUK is funded by the National Lottery and Exchequer, through both Sport England and UK Sport, BSUK employs 10 full-time staff and a dynamic, skilled, and nimble team able to deliver to the needs of the two Federations and wider community. Staff cover a wide range of work areas, including Performance, Development, Operations, Finance, and Governance. The full-time and part-time staff are supported by a national team of freelancers and volunteers.

In August 2020, we launched a new four-year rolling strategy titled "Two Sports, One Ambition". The strategy identified four key priorities – increasing participation, developing talent, supporting grassroots play and improving the financial sustainability of the sports and of the organisation. With MLB committed to bringing regular season games to London in 2024 and 2026, UK Sport investment into our elite programmes, partnerships in place with Sport England, the Mayor of London's Office (GLA) and with exciting facility development projects in the works at the National Baseball & Softball Complex at Farnham Park and across the country, now is an exciting time to join our team.

You can learn more about us [here](#).

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Why work for BSUK?

1. It is rewarding

A desire to build a brighter future for our sports is shared between all involved – from the board of directors to the staff and national volunteers – all working towards a common vision. There is a great deal of potential within the sports that we are all working to realise.

2. It is a great time to be involved with the sports

Baseball and softball are booming – with the number of participants having nearly tripled in the last decade. This is an exciting time to be employed in the sports thanks to funding partnerships with Sport England, UK Sport, Major League Baseball and the Mayor of London's Office, an opportunity for the national teams to qualify for the Olympics in 2028 and Major League Baseball events coming here.

3. Never a dull moment

The role is varied – no two days will be the same. There's scope to develop the role and help the organisation reach the next level.

4. Build your network

You will be working with a wide range of companies, meeting new people and exploring new opportunities.

5. Flexible working policy

We operate a progressive Flexible Working Policy.

You can learn more about us [here](#).

The Team

BSUK employs a dynamic, skilled, and nimble team able to deliver to the needs of the two Federation and wider community. Staff cover a wide range of work areas, including Performance, Development, Operations, Finance, and Governance. The full-time and part-time staff are supported by a national team of freelancers and volunteers.



HOW TO APPLY

Applications should be made online by clicking [here](#).

You will be asked to provide information about your background and education (purely for monitoring purposes) as well as providing us with a personal statement. Interviews will take place on a rolling basis as suitable applications are received.

For more information, please contact erica.barrett@bsuk.com

JOB DESCRIPTION

MLB LONDON SERIES PROGRAMME LEGACY MANAGER

REPORTS TO: Head of Development

LOCATION: TBD

SALARY: £32,258 – £39,826 per annum

CONTRACT: Full time, fixed term (funding dependent).

PAY BAND: £34,287 – £41,058

APPLICATION DEADLINE: Application closes at 11:59pm on Tuesday 7 May 2024

Key Responsibilities

1. Oversee the creation and delivery of participation programmes that will create a long lasting and meaningful legacy from the Games.
2. Initiate and manage a wide range of mutually beneficial partnerships to maximise legacy impact.
3. Establish and manage the volunteer engagement programme related to the staging of the games.
4. Service and support the MLB London Series Legacy Steering Group.
5. Secure further inward investment into the MLB London Series Legacy Programme through strategic grant applications and partner investment.
6. Provide event support to a wide range of activities around the London Stadium, across London and nationally where necessary.
7. Create a meaningful link between
 - the MLB London Series and the community of baseball and softball clubs and leagues.
 - the MLB London Series and community of baseball and softball coaches.
 - the MLB London Series and community of baseball and softball umpires.
8. Use the MLB London Series to engage with members of under-represented communities.

Programme Management

The role will oversee the creation and delivery of several targeted programmes. These will include:

- Establishing First Pitch as a national Primary School Baseball and Softball Programme.
- Establishing a Secondary Girls Fastpitch Programme.
- Establishing Pop Up Community Clubs for young people through Sport for Development partners.
- Oversee Club Development investment into established baseball and softball clubs and leagues.
- Increasing the number of MLB60 programmes into universities.
- Creating a Talent Development Hub in partnership with the University of East London.
- Creating and delivering a Volunteer Management programme for the MLB London Series Games.
- Establish a National Schools Baseball Competition.
- Oversee the recruitment and deployment of the MLB Coach Envoy programme.

JOB DESCRIPTION CONT.

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Other Responsibilities:

As a member of the staff team, you will be expected to be prepared to contribute across a wide range of activities, accepting collective and individual responsibility, where needed and necessary. This may include becoming involved with regional work, directly delivering activities or working upwards to shape the strategic direction of the organisation. All staff are expected to be organised and administratively sound, assisting others where necessary.

To incorporate diversity and safeguarding into development plans and ensure relevant actions and targets are delivered.

To provide additional administrative and organisational support to programmes where necessary and directed.

To undertake any other duties commensurate with the level of the post as determined by the Head of Development.

Please note that this job description is not exhaustive and the postholder may be required to undertake other duties that complement the responsibilities described.



PERSON SPECIFICATION

MLB LONDON SERIES PROGRAMME LEGACY MANAGER

	Essential	Desirable
Effectively build and manage a wide range of collaborative relationships to ensure that the MLB London Series is positively represented and accesses appropriate opportunities.	✓	
Ability to create and execute strategic and operational plans, with a commercial focus where appropriate.	✓	
Experience of writing funding reports and working to tight deadlines.	✓	
Experience of working within the sports for development landscape, ideally in London.	✓	
Have a working knowledge of schools and universities, understanding the context in which they operate.	✓	
Have a good understanding of community sport, particularly the role of clubs and leagues.	✓	
Inquisitive & analytical, using insight to allocate resource to achieve outcomes.	✓	
Self-motivated and seeks to continuously improve own capabilities.	✓	
Strong track record of event management – particularly involving schools and volunteers.	✓	
Strong track-record of meeting delivery targets and outcomes.	✓	
Effective budget management.	✓	
Proven ability to identify and secure additional funding.	✓	
Demonstrate strong communication skills – excellent verbal, written and presentation skills with an ability to influence and inspire others.	✓	
Organised, yet flexible with an ability to manage and prioritise a heavy workload in order to achieve multiple outcomes concurrently.	✓	
Be committed to equality of opportunity and demonstrate an understanding of diversity and safeguarding issues and good practice.	✓	
Have a working knowledge and understanding of the structure and organisations operating in British baseball and softball.		✓
Competent in using a range of standard IT programmes and knowledge of social media.		✓



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www.baseballsoftballuk.com