Participation Officer

Working at BaseballSoftballUK

We're looking for a Participation Officer to help more young people, students and communities discover baseball and softball. You'll work with schools, clubs, universities and community partners to design and deliver programmes that get people playing and keep them playing.

You don't need a background in baseball or softball. If you've worked in sport, community development, education or youth work, and you're great at building relationships and making things happen, we'd love to hear from you.

Our playing community includes people of all ages, genders, backgrounds and abilities, from children and students to adults playing socially or through their workplaces. Our future strategy focuses on increasing youth participation and helping more inactive people become active through baseball and softball.

We're proud to speak up for women and girls in sport and for LGBTQ+ inclusion. We work with ethnically diverse communities and are introducing our sports to more disabled people. Our small, skilled team works across Development, Performance, Operations, Finance and Governance, supported by a national network of freelancers and volunteers.

What you'll do

You'll help grow baseball and softball by building partnerships and delivering programmes in four areas.

1. Youth and schools

- Design and deliver programmes that introduce young people to baseball and softball, working with schools and partners such as the Youth Sport Trust and School Games Organisers.
- Run festivals, taster sessions and events that get young people active, with a focus on girls and under-represented groups.
- Lead on our participation partnership with Major League Baseball and First Pitch.

2. Clubs and universities

- Build strong relationships with clubs and universities, including through BUCS, to help them grow and keep players.
- Help clubs and university teams start and develop junior, women's and recreational sections.

3. Communities

- Work with local authorities, Active Partnerships and community organisations to find new places and ways to play.
- Deliver inclusive community events and activities.

4. Programme development

- Shape and improve our participation programmes so they meet the needs of different groups.
- Track and report on impact with simple measures and share what works.

As part of our small team, you'll also

- Contribute ideas to our development strategy
- Manage a programme budget and help find funding opportunities
- Write content for our website, newsletters and social media
- Make sure safeguarding, equality and health and safety are built into everything we deliver
- Help out across the organisation at key events when needed

Who you'll work with

You'll work closely with the Director of Development and the wider BSUK team, and with the British Baseball Federation and British Softball Federation. Externally, you'll build relationships with schools, the Youth Sport Trust, BUCS, Major League Baseball, local authorities, Active Partnerships, clubs, coaches and volunteers.

Who we're looking for

> Great people come from many backgrounds. **If you're excited by this role but don't meet every point below, we'd still love to hear from you.** Your experience can come from paid work, volunteering, coaching, education or your community.

Essential

- Experience of developing sport or physical activity programmes for young people, schools, clubs or communities
- The ability to build and keep positive relationships with a wide range of partners
- Strong organisation: you can plan, prioritise and deliver projects to deadlines
- Clear written and spoken communication
- Experience of working with or supporting volunteers or coaches
- Confidence with everyday digital tools (for example Microsoft 365)
- Commitment to equality, diversity, inclusion and safeguarding
- Willingness to travel across the UK and work some evenings and weekends

Desirable

- Knowledge of the UK sport and physical activity landscape (for example Active Partnerships, the Youth Sport Trust and BUCS)
- Experience of monitoring and reporting on programme impact
- Experience of managing a budget or supporting funding bids
- A coaching qualification in any sport, or an interest in gaining one
- Knowledge of baseball or softball (not required: we'll help you learn)

What we offer & details of Employment

- 26 days' annual leave plus bank holidays; Annual leave increases over time to 30 days.
- Flexible working, including part-time, job share and compressed hours by agreement
- Training and development, including coaching and safeguarding qualifications
- Wellbeing support, for example an Employee Assistance Programme
- The chance to be part of baseball and softball's growth in the run-up to LA28
- **Salary** - The role is in our salary band £28,481 – £34,773 per annum.

- **Contract** – Fixed term contract until March 31st, 2028, to be extended once Sport England funding is confirmed for 2028 onwards.

Our commitment to inclusion

We want our team to reflect the communities we serve. We particularly welcome applications from women, people from Black, Asian and minority ethnic backgrounds, disabled people and LGBTQ+ people, who are under-represented in sport leadership. All appointments are made on merit.

If you need any adjustments to apply or to attend an interview, such as a different application format, extra time or interview questions in advance, please contact Rachel Clarke, Rachel.Clarke@bsuk.com.

This role involves working with children and young people, so you will need an enhanced DBS check, which BSUK will arrange and pay for. You must have the right to work in the UK.

How to apply

Apply to info@bsuk.com providing the job title in the subject line Please send:

- your CV, and
- a supporting statement of no more than two pages telling us how your experience matches "Who we're looking for".

You're welcome to send a short video (up to 5 minutes) instead of a written statement.

Want a chat first?

We're happy to have an informal conversation about the role, flexible working or anything else before you apply. Contact Aled Howell at Aled.Howell@bsuk.com or Rachel Clarke at Rachel.Clarke@bsuk.com.

Timeline

Stage	Date
Closing date	11:59pm, Thursday 17th December, 2026
First interviews (online)	Week commencing 11th January, 2027
Second interviews (in person, Milton Keynes)	Week commencing 18th January, 2027
Start date	As soon as possible