Programme Manager (Independent Consultant)

Engagement: Independent, deliverables-based consultancy, contracted through the consultant's limited company

Day rate: £275–£425 per day, depending on experience and agreed scope

Initial term: Six months, starting October 19th, 2026

Time commitment: Approximately 2–3 days per week. Flexibility is required to work across multiple days of the week, with some evening meetings or calls as needed to support the programme.

Reporting to: BSUK CEO

Location and independence: The consultant must be independent of BSUK, BBF and BSF, or other material involvement with a baseball or softball organisation that could give rise to an actual or perceived conflict of interest. Any potential conflicts must be declared as part of the application process.

Purpose of the role

BaseballSoftballUK (BSUK), the British Baseball Federation (BBF) and the British Softball Federation (BSF) are progressing a OneOrg programme to potentially create a single, unified organisation for baseball and softball in Great Britain.

The Programme Manager will provide the day-to-day coordination needed to maintain momentum across this complex, multi-stakeholder workstream. They will manage the programme plan, meetings, actions, timelines, dependencies and reporting, supporting those leading individual workstreams to deliver agreed outcomes.

Scope of services and deliverables

The consultant will be expected to deliver:

- A maintained OneOrg programme plan, including milestones, dependencies, risks, decisions and actions.
- Coordination of Integration Committee meetings, workshops and relevant working groups, including agendas, papers, minutes and action follow-up.
- A clear action-tracking process, with timely follow-up of agreed actions and escalation of material risks or slippage.
- Coordination support across governance, strategy, finance, safeguarding, consultation, operational transition and organisational-design workstreams.

- Practical support to workstream leads to clarify deliverables, manage interdependencies and meet agreed programme deadlines.
- Concise monthly programme-progress reports for the Integration Committee, identifying progress, risks, decisions required and next steps.
- Coordination support for agreed stakeholder and member-engagement activity.
- Other directly related programme-management services agreed as the OneOrg workstream develops.

Experience and skills sought

The consultant should demonstrate:

- Strong programme or project-management experience, particularly within complex organisational change or multi-partner programmes.
- Excellent planning, coordination, communication and stakeholder-management skills.
- Experience producing programme plans, risk registers, action logs, meeting papers and concise progress reports.
- The ability to work independently, prioritise competing demands and constructively challenge or escalate where delivery is at risk.
- Experience of sport, membership bodies, charities or not-for-profit organisations is desirable.

Engagement arrangements

This is an independent, deliverables-based consultancy engagement, contracted through the successful consultant's limited company. The consultant will agree availability to meet programme requirements but will retain responsibility for how the services are delivered. The role will be primarily home-based, with some travel required for meetings and workshops.

The consultant will invoice for agreed services in accordance with the consultancy agreement. They must hold appropriate professional indemnity and public liability insurance, use their own equipment, and comply with applicable confidentiality and data-protection requirements.

How to apply

Please send a short CV and supporting statement, of no more than two pages, setting out:

- relevant programme or project-management experience;
- examples of complex organisational change or multi-stakeholder work;
- your availability for the six-month engagement;
- confirmation that you can provide services through a limited company; and
- your proposed day rate, excluding VAT, for services of this nature.

Applications should be sent to info@bsuk.com by **October 8th, 2026**. Shortlisted consultants will be invited to interview. We reserve the right to close the application process early if a suitable consultant is appointed.