

About us

We are a sport consultancy and education and training provider and have been working in the sector since 2002. We have two companies – Sport Structures Limited and Sport Structures Community Interest Company (CIC). Both companies work together to provide an excellent service and the remit of the CIC is to re-invest back into sport. We pride ourselves on being a company with a social conscience. Our vision is to:

Transform sport and physical activity through empowering and inspiring people.

We work with a range of organisations from National Sport Organisations, National Governing Bodies of Sport, Universities and community sport organisations, along with individuals who access our training. These include apprentices, volunteers, coaches, and the professional workforce. We have a number of [landmark projects](#) that have shaped us as an organisation and we are proud to have won a [number of awards](#) over the years. Our mission is to:

Provide solutions that add value and drive positive change, reflecting the diverse needs of sport and physical activity.

We hold our values very highly in reflecting how we operate:

- ***Passion:***
- ***Integrity:***
- ***Excellence***
- ***Togetherness:***

Role Summary

We are seeking learner centred and inspiring tutors to support the delivery of our Equality, Diversity, and Inclusion training offer. Individuals should have knowledge, experience, and expertise in changing perception, tackling inequalities, championing diversity, and achieving best practice in inclusion. We value the voice of lived experience and we would welcome tutors to come forward from underrepresented communities with inspiring stories to share. In addition, individuals should have experience of delivering training to a variety of audiences and have confidence to deliver in both virtual and face to face contexts.

Our approach to providing Equality, Diversity and Inclusion training includes blended learning and a bespoke offer that meets the needs of the organisations and individual we support. This includes 2 e-learning modules and a modular approach to face to face /virtual workshops that enables the tutor to amend the schedule and content to the needs of the organisations and learners. We aim to provide a

training offer that is awareness raising as well as solution focused considering the barriers to sport and physical activity. Topics include the following and tutors are required to make learning applicable to the organisation:

- The barriers faced by underrepresented groups accessing sport and physical activity.
- How these barriers apply to people accessing/being employed by an organisations provision.
- Potential solutions to address inequalities and barriers faced.
- Importance of diversity and representation.
- Tackling discrimination.
- The components of an inclusive environment / organisation / offer.

Role title:	Equality, Diversity, and Inclusion tutor
Fees:	£40 per hour Note courses offered are half day or full day
Commitment required:	Tutors are required to at least deliver twice annually to remain 'active'. We will endeavour to provide opportunities for tutors to remain active. We ask that tutors are continuously learning and ensuring their own EDI knowledge is up to date. Attendance at virtual tutor events for the purposes of standardisation is required (maximum of once per year)
Location:	There are opportunities for face to face and virtual classroom delivery. Face to face delivery will be based on course organiser need and locations are likely to vary nationwide. We are looking for an even geographical spread of tutors and can cover expenses for up to 50 miles from the tutor's home address. We are particularly keen to hear from tutors from the North of England.
Training provided:	Orientation into course delivery Virtual classroom training Access to continual professional development opportunities offered by Sport Structures.
Application deadline:	31 st March 2023
Interviews:	W/c 17 th April 2023

Duties and Responsibilities:

- To create an interactive, positive, and supportive learning environments (in virtual and or face to face formats)
- To present a positive and professional image of Sport Structures and relevant partners within all communication and behaviours
- To tailor course delivery, considering audience needs and experiences, removing any potential barriers to learning
- To demonstrate knowledge of course content and share own experiences and solutions
- To communicate effectively with the Sport Structures team and respond to requests in a timely manner
- To build relationships with course organisers in advance as part of preparation
- To provide feedback to contribute to the development of Sport Structures course content and resources.
- To attend virtual tutor events to support standardisation of delivery and tutor development.
- To receive feedback and self-reflect on practice and knowledge to support future delivery.
- To signpost learners to relevant resources and opportunities to support their learning and development.

Experience:

- Experience of working with diverse and underrepresented communities in a sport and / or physical activity and / or leisure context.
- Experience of delivering learning in a range of environments, to a range of people from Board room to front line deliverers.
- Experience of adapting learning to meet individual needs.
- Experience of delivering training / facilitation in face to face and / or virtual contexts
- Experience of facilitating a change or perception or practice that enables improved inclusive practice.

Skills and abilities

- Ability to create an interactive, positive, and supportive learning environment - safe space for facilitation.
- Excellent presentation and facilitation skills with the ability to use effective strategies to maximise learning.
- Strong interpersonal skills to develop rapport and interaction with learners attending courses.
- Ability to manage groups and individuals effectively in a workshop learning environment.
- Excellent communication and listening skills to respond, engage, challenge, and motivate.
- Strong planning and organisational skills.
- Willingness and ability to use virtual classroom and Microsoft Office software confidently along with different types of media.
- Ability to reflect 'on' and 'in action' to achieve the best outcome for learners and to continually improve self.

Knowledge

- To have knowledge of the sport development, coaching and physical activity landscape.

- To have knowledge of what makes a great learning experience.
- To have up-to-date knowledge of the barriers faced by disadvantaged, underrepresented or underserved communities in sport, leisure and physical activity including participation, talent and employment.
- To have knowledge and application of the principles and practice of equality, diversity and inclusion including the Equality Act 2010.
- To have an up-to-date knowledge of key strategies, policies and working practice in ED&I.
- To have up-to-date working knowledge and experience of best practice in tutoring and assessment

Education/training/qualifications

- Hold or be working towards a suitable teaching/tutor qualification. Examples include but are not limited to: *QTS, Cert ED/PGCE/CTLLS/DTLLS or PTLLS, Level 3 Award in Education and Training & Level 3 Award in Delivering Learning or Level 3 Award for Tutors & Assessors in Sport.*
- Hold a safeguarding and protecting children certificate.

Other role requirements

- Have a right to work in the UK
- Hold a clean Disclosure and Barring Service Check
- To take responsibility for declaring tax with HMRC
- To be willing to work during the week, at weekends, evenings and during school holidays
- To be willing to travel, have a full driving license and access to own transport.

The individual will also have responsibility for safeguarding the welfare of learners.

Process for application

Stage 1	<p>Aspiring tutors are required to submit:</p> <ul style="list-style-type: none"> - A CV highlighting all training and experience related to EDI and tutoring, including ongoing CPD - A covering letter explaining why they want to become an EDI tutor and how EDI training would help Sport Structures towards achieving its vision and mission (no more than one page in length) <p>You will be required to share the details of at least 1 referee (please ensure they consent to you sharing their details with us).</p>
Stage 2	Applications will be reviewed, and feedback will be provided to you on the outcome of your application.
Stage 3	If successful, tutor orientations will be organised virtually, along with virtual classroom training. Following this, course resources will be shared.
Stage 4	<p>Individuals will co-deliver with an experienced tutor and an outcome will be shared regarding next steps. Individuals will be given three outcomes:</p> <ul style="list-style-type: none"> • Can tutor independently • Required to co-tutor on another occasion • Not currently suitable (feedback will be provided accordingly) <p>*This will be at the discretion of the Sport Structures team.</p>

	Tutors may feel ready to deliver independently. This will be discussed post the tutor orientation and training process.
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Enquiries

For further enquiries, please contact Rebecca Gibson

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