

## **Goalball UK Vacancy – Talent Officer**

**Applications Close: Monday 6<sup>th</sup> July 2026 at Midday**

### **Job Description**

#### **About Goalball UK**

Goalball is a fast-paced, action-packed, 3-a-side indoor game of attack and defence designed for people who are blind or partially sighted. It is a unique Paralympic sport, with no Olympic equivalent and is played by both men and women.

Funded by the National Lottery and Exchequer, through both Sport England and UK Sport, Goalball UK is the governing body, with charitable status, responsible for the sport of goalball in the UK.

We have launched our Empowering People Strategy: As a core part of this strategy, we are committed to developing and improving our workforce development offer and opportunities.

If you join Goalball UK, you will work in a progressive, caring, inclusive, charitable organisation that takes pride in truly 'Transforming People's Lives.'

We pride ourselves on being bold in our words and actions in supporting the 'Goalball Community' on their transformational journeys.

We are committed to challenging other inequalities and reducing the barriers to participation and improving the life chances of all people with a visual impairment (V.I.).

#### **About the role**

This is an exciting opportunity to work within our Performance Pathway Programme as a Talent Officer, supporting the planning and delivery of key talent development initiatives and programmes. A key function of the

role is to help identify and develop talented children, young people and emerging players to progress through Goalball UK's Performance Pathway. The Talent Officer will lead the day-to-day delivery of talent identification activity and manage the talent identification database and enquiries.

The post holder will deliver programmes including the Goalball Academy, Aspire Days, Awareness Days, Talent Identification and Development Events, in partnership with colleagues.

## **How to apply**

### **Applications close at midday Monday 6<sup>th</sup> July 2026**

We welcome informal enquiries to discuss the role, these should be addressed to Faye Dale-Cook, Talent and Inclusion Director, at [faye.dale-cook@goalballuk.com](mailto:faye.dale-cook@goalballuk.com). Please note that applications sent directly to this email address will not be accepted.

To apply, please complete the application form and the equality and diversity monitoring form (optional) and send to Andrew Crawford at [andy@crawfordhr.com](mailto:andy@crawfordhr.com). Please note any applications made outside of the application form will not be accepted.

Interviews will be held in person on Tuesday 21<sup>st</sup> July at the English Institute of Sport, Sheffield.

## **Job description**

**Responsible to:** Goalball UK Talent and Inclusion Director

**Based:** Goalball UK offices (S9 5DA), home, and locations across the UK (with travel as required)

## **Internal key relationships:**

- Talent and Inclusion Director
- Performance Director
- Performance Pathway Team (including Academy coaching staff)

- Development and Participation Team
- Community Development Officer
- Operations Lead (events and logistics)

### **Key external relationships:**

- Sport England
- Affiliated clubs and coaches
- Schools, colleges and universities (where relevant)
- Sight loss and disability organisations
- ParalympicsGB (talent ID opportunities and events)
- Programme Partners and Funders
- Venues and suppliers (events delivery)

### **Key tasks and responsibilities**

- **Talent identification:** Support the planning and delivery of Talent Identification activity, helping to identify new and emerging players across the UK.
- **Database management:** Lead on the Talent Identification database; act as the first point of contact for enquiries and ensure accurate, timely record keeping and follow-up.
- **Children and young people initiatives:** Lead on the design and delivery of talent development initiatives and programmes for children and young people.
- **Programme delivery:** Co-ordinate and support delivery of the Goalball Academy and associated pathway activity, working closely with coaching staff and the Performance Pathway Team.
- **Aspire Days and Awareness Days:** Plan and deliver Aspire Days and Awareness Days, including participant communications, bookings, logistics and on-the-day delivery support.
- **ParalympicsGB Talent ID events:** Support Goalball UK's involvement in ParalympicsGB Talent ID events, including preparation, staffing, data capture and post-event follow-up.

- **Inclusion initiatives:** Jointly lead on inclusion initiatives (e.g., This Girl Can) with the Community Officer, ensuring inclusive practice and clear referral routes into clubs and pathway activity.
- **Stakeholder engagement:** Build effective relationships with clubs, partners and community organisations to support identification and retention of new talent.
- **Monitoring and reporting:** Provide regular updates on activity, numbers and outcomes, contributing to internal reporting and continuous improvement.
- **Safeguarding and duty of care:** Ensure all activity is delivered in line with safeguarding requirements, policies and minimum standards.

### **Other duties**

- Contribute to the development of the sport across a wide range of areas, accepting collective and individual responsibility where necessary including delivery at Goalball UK competitions.
- Commitment to equality, diversity and inclusion in all aspects of the role.
- Represent Goalball UK at associated events as required, including occasional overnight stays and weekend working.
- Undertake any other reasonable duties commensurate with the post, as required by the Talent and Inclusion Director.

### **Ongoing training and development**

To fulfil the requirements of the role and to maintain continuous professional development (CPD), the post holder will undertake training as identified or required. If you are new to goalball, in the first 6 months this may include attending a range of activities across the organisation to build knowledge of the goalball community and the performance pathway.

### **Summary of terms and conditions**

- **Contract type:** Initially 2 years, Fixed Term, subject to ongoing funding

- **Contract start:** As soon as possible
- **Working hours:** Full Time, 37 hours per week
- **Salary:** £26,000 – £28,000 per annum depending on experience. All reasonable and authorised expenses will be reimbursed in line with our expenses policy
- **Working pattern:** Home/office-based with UK travel; occasional evening/weekend work with time off in lieu (as applicable).
- **References:** Appointments are made subject to satisfactory references.
- **Disclosure:** Appointment subject to a satisfactory DBS disclosure (where required).
- **Right to work:** It is a requirement that the successful applicant demonstrates their right to live and work within the United Kingdom complying with any request made by Goalball UK around this.
- This appointment is subject to the completion of a satisfactory probationary period of 3 months

#### **Employee Benefits:**

- Flexible working arrangements
- 33 annual leave days including bank holidays
- Additional Birthday leave entitlement
- 1 x staff wellbeing day per year
- Long service leave award (after 5 years of employment)
- Cycle to work scheme
- Eyecare Voucher Scheme
- Gym Membership at English Institute of Sport, Sheffield
- Free refreshments in the office
- Discounts scheme
- Personalised CPD opportunities
- Time off in Lieu of weekend working
- Company mobile phone
- Above statutory paid sick leave
- Wellbeing platform
- Annual Wellbeing questionnaire

## **Person specification – Essential requirements**

### **Qualifications**

- Relevant degree-level qualification in sport, coaching, youth work, education (or similar), or equivalent up-to-date experience.

### **Skills**

- Excellent project administration skills, with the ability to work with project plans, meeting, and event deadlines.
- Ability to manage a demanding and varied work programme, and able to prioritise workload; remaining calm under pressure.
- Strong interpersonal skills, including ability to communicate with children and young people.
- Must be self-motivated to work independently and as part of a team.
- Good negotiation and influencing skills, and a solution-focused approach to work with the use of initiative.
- Demonstrate good written and oral communication skills with the confidence to approach and speak with new people or organisations.
- Strong IT and Internet skills, to confidently use Microsoft 365 and web-based technologies and platforms.

### **Experience of**

- Experience in a sports development or similar role.
- Experience of working in partnership with multiple agencies.
- Supporting delivery of children and young people development programmes inside or outside of sport.
- Handling enquiries and maintaining accurate records/databases.
- Working with clubs, volunteers and/or coaches (ideally within a sport setting).
- Co-ordinating events or programme activity, including logistics and participant communications.

- Managing multiple work areas at the same time, with the ability to deliver in the short term, while planning for the medium and longer term.
- Working with a team environment, ideally within a sports context.

### **Knowledge of**

- The UK sporting landscape and/or talent development pathways (desirable within disability sport or para sport).
- The sporting landscape in the UK and the work of National Governing Bodies.
- The key components that make up a successful volunteer recruitment and retention.
- Basic finance procedures.
- Safeguarding principles and procedures in community sport.
- Inclusion, equality and diversity and its importance within sport.

### **Other**

- Flexibility to work irregular hours and a commitment to travel and attend events as required that will include overnight stays and weekend working. Approximately 30-35 days per year, weekends and evenings.
- Commitment to Goalball UK's values and a collaborative approach to working across teams.

### **Person specification – Desirable requirements**

- Coaching qualification (or equivalent).
- Safeguarding training/qualification.
- First aid training/qualification.
- Experience supporting disability sport and/or working with people with sight loss.
- Experience delivering talent identification events and converting interest into sustained participation/pathway engagement.
- A valid, clean driving licence. Experience of driving a van or large vehicle would be advantageous.

## **General information about recruitment**

### **Adjustments:**

Please contact us if you require adjustments to be made at any stage or to any aspect of the recruitment process. If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made

### **Entitlement to work in the UK:**

Any job offer will be conditional on you demonstrating the right to live and work in the United Kingdom as required by the Immigration Asylum and Nationality Act 2006. You will be required to provide evidence of this right should an offer of employment be made

### **Criminal Convictions:**

All roles at Goalball UK involve working with children and/or vulnerable adults are exempt from Section 4(2) of the Rehabilitation of Offenders Act 1974. Offers of employment for these posts remain conditional on a satisfactory enhanced disclosure from a DBS check.

Having a criminal record does not automatically bar you from working with us; relevance will be assessed based on the nature of the conviction and the role applied for.

### **Experience, knowledge, skills, and abilities:**

The person specification lists the requirements for this post. The panel will only consider information written on your application form and will assess this information against the person specification.

### **References:**

Any job offer will be conditional subject to the receipt of satisfactory references. We reserve the right to withdraw a conditional offer based on the references that we receive.

### **Data Protection:**

The information you provide will be held securely and in confidence. We process information in line with our Privacy Policy and the information

we hold will, if you are appointed, be used to administer your employment with us.

By submitting an application, it is understood that you agree to the processing of your data in accordance with our Privacy Policy.

**Equality, diversity, and inclusion:**

Goalball UK's commitment to equality, diversity and inclusion (EDI) is to confront and eliminate discrimination whether by reason of age, gender, gender assignment, sexual orientation, marital status or civil partnership, race, nationality, religion, ability or disability, pregnancy or maternity and to encourage equal opportunities.

Employees of Goalball UK must demonstrate a positive commitment towards EDI by treating others fairly and not committing any form of discrimination, victimisation or harassment of any description, promoting working relationships between all internal and external stakeholders.

If you have any questions or comments about how we recruit, you can provide feedback here Andrew Crawford at [andy@crawfordhr.com](mailto:andy@crawfordhr.com).