Disability Snowsport UK
Job Description

Role: Regional Manager
Location: Manchester
Reporting to: Head of Snowsport
Salary: £29,034
Hours: 37.5 hours worked over five days out of 7, including evenings and weekends or 22.5 hours per week (non-teaching)

Scope of work
Disability Snowsport UK is the UK's leading adaptive snowsport charity. We offer unique opportunities for people with disabilities to access snowsport. There are an estimated 14 million disabled people in the UK and it's our ambition to reach as many of these people as possible so that they can experience the unique health and social benefits of snowsport.

We deliver adaptive ski lessons in centres across the UK, facilitate trips to Europe and the USA, and provide a platform for disabled skiers to meet and participate in snowsports through our local groups.

Responsible for:
You will manage DSUK's Adaptive Snowsport School based in the Snow Centre, Manchester and relationships with partners, learners, members and volunteers in the north of England. This will include coordinating the delivery of lessons, managing and developing staff and volunteers, leading on Health & Safety practices at your location, maintaining snowsport kit, reporting against business metrics, as well as the direct delivery of adaptive snowsport lessons. You will also be expected to support the delivery of our holidays abroad and act as a DSUK representative in your area.

Job Share/ Part Time applicants
DSUK is open to a new Regional Manager who is focussed on the 'warm side' management of the school and activities in the region, rather than on teaching.

Regional managers are normally expected to teach two days per week, and that element of the role can be covered by a senior instructor where an applicant has good, relevant skills and experience for the post. On this basis, we expect the role to be covered in 22.5 hours per week on a pro rata basis. However, experience of working in a sport, community or outdoors environment is expected.

Main Duties:

Leadership and Management

- To liaise closely with your host centre/sites and manage the relationship between DSUK and your host centre/sites.

- To provide line management, support, and development opportunities to instructors and volunteers. This includes regular meetings as well as informal team-building behaviours.
- To act as support to Local Groups in your area, including the delivery of appropriate training and advice.
- Provide practical support and be the key point of contact for local groups in your area, including developing membership and supporting activities. You will be the key point of contact.
- Develop partnerships with local disability and sports organisations, education and allied health professionals to widen access to snowsport for disabled people.
- Develop products and activities in your region and with colleagues to widen the range of activities offered by the organisation.

Organisational Lead

- Take responsibility for and drive improvements in your area of UK wide activity. The North Manager is responsible for the asset register, purchase scheduling and ensuring maintenance of the organisations ski and snowboard equipment.

Business efficiency

- To ensure the appropriate allocation of resources to enable adaptive snowsport delivery (minimising the risk of over-staffing etc.)
- With the Finance and Support Services Manager), develop and manage the budget for your school.
- To attract and support volunteers to assist in delivery.
- To promote DSUK and the benefits of adaptive snowsport.
- Support the fundraising team in supporting activities nationally and in your area, including contributing to project planning for grant applications and local events.

Health and Safety

- To ensure that all activities are carried out within the organisation's Health and Safety, Child Protection, and Safeguarding policies and procedures.
- Ensure all equipment is maintained to a serviceable and safe standard

Reporting

- To ensure accurate records of payment and hours sheets are maintained and submitted to Finance Manager.
- To maintain records of participants, lesson numbers, significant outcomes, and compile reports.
- Attend managers' meetings in order to represent your area and implement necessary plans

Adaptive snowsport delivery

- Full-time employees only - To deliver adaptive ski and snowboard lessons at your site, especially lessons that require more experienced instructors.
- To act as 'On Snow Lead' or 'Party Leader' on DSUK adaptive snowsport holidays.
- To commit to continuous improvement and professional development in line with DSUK's ambition to live our 'snowsport for everyone' vision.

Other duties

- To ensure compliance with all relevant DSUK policies.
- To fulfil any other reasonable duties requested.

Person Specification:

Essential

- Excellent communication and interpersonal skills including written, verbal, and presentation skills in a professional setting.
- Practical experience of planning and delivering a variety of activities.
- Proven planning and organisational skills with excellent attention to detail.
- Experience of financial planning and budgeting.
- Experience of establishing effective working relationships, partnerships and collaborations with a range of organisations and providers.
- Examples of self-motivation and the ability to work on your own initiative as well as part of a team.
- Information management, e.g. working with a CRM or bookings system
- Alignment with DSUK values

Desirable

- BASI (or equivalent) Alpine Level 2 qualification
- BASI (or equivalent) Adaptive ski or Snowboard qualification
- Experience of Microsoft 365, Teams, SharePoint or similar applications.
- Knowledge/experience of adaptive snowsports and/or working with disabled people
- Confident in Data Protection processes.
- Knowledge of Health and Safety issues, and statutory and other guidance on protecting vulnerable groups.
- Experience of working with a member organisation.
- A passion for snowsport.
- An understanding of issues facing disabled people and/or adaptive sports-based activities.

Disability Snowsport UK are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex/gender, disability, religion/belief, sexual orientation, gender reassignment, marital status or age.

To apply please send a CV and supporting statement by Thursday 29 October at 12 noon. These should be to sent to hr@disabilitysnowsport.org.uk.

Unfortunately, any submissions without a supporting statement will not be considered.

We do not use AI to screen applications and encourage applicants to write their submissions in their own words.