

## Job Description

<b>Job Title</b>	Women & Girls System Change Lead (Movement, Sport & Physical Activity)
<b>Directorate</b>	Neighbourhoods and Housing
<b>Service Area</b>	Merseyside Sports Partnership (MSP)
<b>Grade</b>	6
<b>Competency Level</b>	2
<b>Salary</b>	£35,412 to £39,862
<b>Job Type</b>	Hybrid
<b>Location</b>	Cunard Building
<b>Disclosure and barring service (DBS)</b>	Not Applicable
<b>Job Evaluation Ref No</b>	A10283

## Job Purpose

To lead system change across the Liverpool City Region with an initial and specific focus on St Helens so that women and girls can move, play and be active on their own terms.

Building strong and trustworthy relationships with and between organisations, partners and individuals.

Fostering collaboration at every level: celebrating the successes, large and small, of communities, partners and colleagues to promote the joy of movement.



Removing barriers to activity by disrupting things that do not work and enabling positive collective action aligned to national priorities and local ambitions.

Challenge the cultural and structural barriers that hold women and girls back.

### **Directly Responsible For:**

There will be no direct line management responsibility for the post holder but there is a need to share learning with all 6 of our Place Partnerships both via our own team and across the Liverpool City Region. The initial and specific focus of the role will be in St Helens.

### **Directly Responsible To:**

CEO of Merseyside Sports Partnership, the Active Partnership for Liverpool City Region

### **Main Areas of Responsibility:**

- Listening closely to partners across the Liverpool City Region (LCR) to remove cultural, structural and practical barriers to women and girls being active
- Listen and Learn from women and girls across the LCR, relating to their lived experiences, and ensure connection to all 6 place partners
- Enable and facilitate Active Bystander training to address safety concerns, for system and place partners in St Helens and across LCR
- Lead MSP's Commitment to Women & Girls Action plan across St Helens and LCR
- Contribute Shaping Change: Women & Girls Leading Active Lives strategy across the LCR through regular meetings and networking opportunities
- Strengthen equitable pathways between education and employment within LCR for Women & Girls, developing skills and capability in the workforce, in line with CIMSPA local skills plan 2025-2028

- Support Active Environments and LCR Combined Authority Active Travel team to address the barriers and create enablers to those spaces for women and girls through regular collaboration
- Collaborate with Violence Against Women and Girls networks across LCR and support more opportunities through physical activity and movement
- Support the International Working Group (IWG) Global Summit, providing capacity and leadership for this prestigious event
- Embed the IWG's Brighton Plus Helsinki Declaration across the LCR and work in partnership with Greater Manchester Active Partnership as a dual approach to gender equity
- Lead and facilitate the cross Women & Girls action group in partnership with GM Moving
- Establish and nurture relationships with communities, local leaders, and system partners to co-create solutions rooted in lived experience and lead system change
- Shaping strategies, funding decisions and practices so they better reflect the needs of women and girls
- Sharing learning to challenge assumptions and drive inclusion
- Connecting organisations across movement, sport, health, education and community sectors to align efforts and create sustainable change
- Understand the systemic layers that collectively influence the lives and opportunities of women and girls
- Ensuring women and girls voices are heard, especially those facing the greatest inequalities, and are central to decision-making through regular co-creation workshops, reflective practice sessions and quarterly reporting to be shared locally and nationally
- Increase the number of women & girls moving more, through engaging with Sport England's annual Active Lives survey findings

## **Supervision and Management Responsibility:**

- No supervisory or line manager responsibility

## **Budget and Financial Responsibility:**

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact
- Explores different options for funding and income generation
- Financial management of any assigned budgets

## **Social Value Responsibility:**

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities
- An unrelenting emphasis on diversity, inclusion, skills and behaviours to tackle the inequality gaps that exist within active lives

## **Physical Demands of the Job:**

- Requirement to sit stationary and use a laptop for sustained periods of time

## **Corporate Responsibility:**

- Delivering and promoting excellent customer service, externally and internally, modelling responsive handling of customer feedback including complaints and suggestions, and learning from feedback to support continuous improvement. making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance.

- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- Contribute to the delivery of the Council Plan
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

## Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at competency level **2**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

# Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

## Qualification and training

### Essential

- Relevant degree, professional qualification, or equivalent experience in sport, community development, partnership management or a related field (A)

### Desirable

- Evidence of ongoing professional development in collaboration, facilitation, or systems change

## Experience

### Essential

- System change and partnership working, with proven ability to build and sustain trusted relationships across diverse partners and complex systems (A,I,P)
- Experience of working directly with communities, particularly women and girls, to co-design or shape services, programmes or policies (A,I,P)
- Demonstrated experience of addressing inequality, exclusion or inequity in a professional context (A,I,P)
- Understanding of place-based approaches and system change (A,I,P)
- Track record of influencing decision-makers, partners or funders to secure policy, practice or investment change (A)
- Demonstrated experience of developing and maintaining trusted relationships across diverse sectors and organisations (A,I)

- Experience of using research, data and lived experience to inform strategies and measure impact (A)

## Desirable

- Experience of influencing strategic decision-making across complex systems
- Familiarity with the Liverpool City Region and its local priorities with a focus on St Helens

## Skills/Abilities

### Essential

- Strong communication and facilitation skills to convene and engage diverse stakeholders to drive system change (A,I)
- Strong relationship-building and influencing skills (A,I)
- Ability to identify and progress opportunities for joint action and aligned investment (A,I)
- Skilled in gathering, interpreting, and sharing insights to inform strategy and decision-making (A,I)
- Strong organisational skills with the ability to adapt and manage multiple relationships and projects (A)
- inclusive and equity-focused (A,I)

### Desirable

- Ability to design and facilitate workshops or collaborative learning sessions.
- Experience of systems leadership and co-design
- Project management and organisational skills
- Knowledge of Liverpool City Region policy and networks
- Confident in public speaking and advocacy

## Commitment

### Essential

- Passion for reducing inequalities and improving opportunities for people to be active (A)
- Commitment to community-led approaches and inclusive partnership working (A)
- Willingness to travel across the Liverpool City Region and work occasional evenings or weekends if required (A)
- A commitment to training and taking ownership for self-development (A)

### Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council

## Other

### Essential

- Full UK driving licence or ability to travel independently across the region (A)
- Flexibility to adapt to changing priorities and a dynamic operating environment (A)

### Desirable