

Job Description

Prifysgol Wreccsam Wrexham University

Our Values.

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Inclusion.

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Collaboration.

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Transformation.

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Our Values.

Sustainability.

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Faculty/Department	Vice Chancellor's Office
Section	Strategic Projects
Job Title	Sports Partnership Impact Manager
Reports to	Chief of Staff
Grade	SAP1

Principal Accountabilities

The Sports Partnership Impact Manager will play a central role in the development of Wrexham Sports Partnership, working across partners in Wrexham a collaborative model. The postholder will lead the design, coordination, and implementation of research methodologies, data collection frameworks, and evaluation tools to measure the social, economic, health, and community impact of sport across the city.

The role will bring together partners including the University, Wrexham AFC Foundation, and Wrexham County Borough Council to produce high-quality evidence, insight, and reporting. The role will be central to the Sports Partnership's aim to use data and evidence to tell stories and raise the profile of the life-changing impact of sport in our communities. This will include case studies, and the development of an annual impact report similar to comprehensive sport-and-community evaluations undertaken in other UK civic-university and community-sport ecosystems.

The ideal candidate brings a positive, collaborative, and community-focused attitude—curious, empathetic, proactive, and relationship-driven—paired with a reflective, data-informed, and solutions-oriented mindset.

This position is critical to advancing Wrexham's ambitions as a modern civic university, and delivery of shared objectives across partners to deliver inclusive growth and improve health and wellbeing across the region. |

Key Tasks

A. Research, Insights, and Evaluation

- Design and lead mixed-method research approaches (qualitative, quantitative, longitudinal, and participatory).
- Develop robust data collection frameworks that can be used consistently across city partners.
- Map existing datasets from partners and identify gaps, opportunities, and strengths.
- Lead ethical approval processes and ensure GDPR-compliant data management.
- Produce high-quality evaluation reports, statistical summaries, dashboards, and insight briefings.
- Co-author the annual Wrexham Sport & Community Impact Report, synthesising citywide evidence on participation, health outcomes, inclusion, economic value, community cohesion, and Welsh language, culture and heritage.

B. Partnership Coordination & Collaboration

- Serve as a key liaison across Wrexham University, Wrexham AFC Foundation, Wrexham County Borough Council and other partners as appropriate.
- Convene working groups, research steering groups, and thematic workshops to shape shared priorities.
- Support the Wrexham Sports Partnership by providing evidence-based recommendations for strategy and investment.
- Develop strong working relationships with local clubs, schools, health partners, and community organisations.

C. Community Impact

- Contribute to Wrexham's vision to be a world-leading modern civic university by aligning sport-based projects with regional priorities such as health inequalities, social mobility, skills development, and community wellbeing.
- Support the design and evaluation of community programmes delivered through Wrexham AFC Foundation and local sport partners.
- Ensure that the voices of underserved communities are represented in research and insight work.

D. Project Management and Delivery

- Maintain project plans, risk registers, monitoring frameworks, and timelines across multiple partners.

- Secure and manage small project budgets in line with University financial regulations.
- Prepare briefings for senior leaders, board meetings, and partnership forums.
- Represent the Sports Partnership at regional sport, health, and community events.

Special Features

The postholder will mainly work during standard office hours Monday-Friday. Occasional evening and weekend work, and some travel may be required.

General Duties

You will ensure that appropriate management systems and procedures are in place to meet your health and safety duties and responsibilities contained within the University's health and safety policy. In particular you will ensure that appropriate risk assessments are carried out in respect of significant hazards and that safety inspections are undertaken on at least an annual cycle in each workplace under your control.

It is the responsibility of employees to apply the University's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

All staff have a responsibility for promoting high levels of customer care within their own areas of responsibility.

Staff must be aware of the University's commitment to Sustainability.

All staff must promote healthy behaviour and positive mental health and wellbeing

Post holders are expected to co-operate with the Professional Development Review (PDR) process, engaging in the setting of objectives in order to assist in the monitoring of performance and the development of the individual.

You will assess the training and development needs of each member of staff under your control to ensure they are adequately supported in relation to their work responsibilities.

Such other relevant duties commensurate with the grade of the post as may be assigned by the Manager in agreement with the post holder. Such agreement should not be unreasonably withheld.

The key responsibilities contained in this job description are indicative not exhaustive. Duties and responsibilities may be altered in discussion with the post holder.

All post-holders within the Directorate are expected to be able to provide support across all areas, beyond their immediate team, as requested by the Director and commensurate with their skills, knowledge and experience.

Review

This is a description of the job at the time of issue. It is the University's practice periodically to review and update job descriptions to ensure that they accurately reflect the current nature of the job and requirements of the University and to incorporate reasonable changes where required, in consultation with the job holder.

Person Specification

Prifysgol Wreccsam
Wrexham University

Job Title:

Sport & Community Impact Manager

In order to be shortlisted you must demonstrate that you meet all the essential criteria and as many of the desirable criteria as possible. Where we have a large number of applications that meet all of the essential criteria, we will then use the desirable criteria to produce the shortlist.

Selection Criteria					
Attributes		Item	Relevant Criteria	Identification Method	Rank
1	Skills & Abilities	1.1	Strong quantitative and qualitative analytical skills	A,I	E
		1.2	Ability to build relationships and work collaboratively across sectors and organisations.	A,I	E
		1.3	Excellent communication skills, including report writing for diverse audiences.	A,I	E
		1.4	Strong project management skills.	A,I	D
		1.5	Strong commitment to inclusive practice	A,I	E
		1.6	Ability to think strategically	A,I	D
		1.7	A clear commitment to ethical and professional integrity	A,I	E
2	General & Specialist Knowledge	2.1	Understanding of the role of sport in community development, health, and social inclusion.	A,I	E
		2.2	Experience working within higher education, local authorities, or sport foundations.	A,I	D
		2.3	Knowledge of North Wales' social, economic, and health context.	A,I	D
		2.4	Experience using statistical or visualisation tools (SPSS, R, Power BI, Tableau).	A,I	D

3	Education & Training	3.1	Degree in sport development, sociology, public health, community development, data analytics, or a related field.	A, C	E
		3.2	Master's degree or equivalent research experience.	A,C	D
		3.3	Welsh language skills (or commitment to developing them).	A,I	D
4	Relevant Experience	4.1	Experience designing and delivering research and evaluation projects.	A,I	E
		4.2	Experience of reporting on project outcomes	A,I	D
5	Special Requirements				
Date of Revision					

Key	Identification Method	A	Application Form
		I	Interview
		T	Test
		C	Copy of Certificates
		P	Presentation
		G	Group Assessment
	Rank	E	Essential
		D	Desirable

