



JOB DESCRIPTION

PARTICIPATION DIRECTOR

BRITISH FENCING

JANUARY 2026

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We want to ensure that everyone has the opportunity to receive clear, understandable information from British Fencing. If you require this document in an alternative format, such as a Word document or an audio version, please contact recruitment@britishfencing.com.



ABOUT BRITISH FENCING

British Fencing (BF) is the National Governing Body for the Olympic and Paralympic sport of fencing in the United Kingdom.

Our members are the fencers, clubs, coaches, referees and countless volunteers who make up the BF community. We aim to support them on every step of their development journeys, helping them to realise their goals in a safe, enjoyable and respectful environment. We support all ability levels: beginners, recreational fencers as well as elite international, Olympic and Paralympic athletes.

We understand the vital importance of accessibility, inclusivity and diversity, which we actively promote through our programmes. We believe that fencing is for everyone and through our social impact programmes, we aim to deliver a positive impact on people's lives.

THE ROLE

Reporting to the CEO, this Senior Leadership role is responsible for overseeing delivery of key outcomes of BF's new 2030 strategy 'En Garde For the Future'. BF's 2030 strategic outcomes include growing diverse participation, welcoming more women and girls and building on our highly successful flagship social impact projects, including Muslim Girls Fence and Fencing 4 Change: Autism Project. They will also be responsible for the delivery of BF's contribution to tackling inequalities, as part of Sport England's Uniting the Movement strategy.

The successful candidate will inherit and build on our excellent relations across strategic sector partners, including Sport England, Maslaha, The Change Foundation and our local delivery partners in four major cities in England.

They will be passionate about creating environments and opportunities for people, in particular under-represented communities, to participate in sport. Highly collaborative, they will be able to create working relationships with stakeholders at all levels, whilst motivating a diverse team of staff, contractors and volunteers to deliver strategic outcomes.

ROLE RESPONSIBILITIES

TO SPORT ENGLAND - UNITING THE MOVEMENT:

- *Build on the existing relationship between Sport England and BF.*
- *Ensure our delivery programmes retain strategic alignment to En Guard For The Future, Uniting the Movement and the strategies of the System Partners that we work with.*
- *Deliver our System Partner responsibilities for the current Sport England cycle.*
- *Grow our contribution to Uniting the Movement, securing future funding.*
- *Coordinate Sport England reporting, working across all departments in our organisation.*

TO OUR COMMUNITY CLUBS & MEMBERS:

- *Line manage a small team who support our core membership community, consisting of over 400 clubs and 11,000 fencers and volunteers.*
- *Support the membership and events team in planning, delivery and reporting, both in relation to day to day operations and identified strategic projects.*
- *Maintain and build relationships between BF, England Fencing and the Home Country Governing Bodies to enable delivery of joint strategic outcomes.*

TO WIDER SOCIETY:

- *Maintain and grow relationships with social impact partners at a local and national level.*
- *In collaboration with Maslaha, coordinate and support Muslim Girls Fence delivery partners across the country.*
- *Manage the strategic relationship between BF and The Change Foundation, working in partnership to sustain and grow a portfolio of social impact projects.*
- *Provide leadership and guidance to the Swords After Surgery project team to drive forward the pilot project.*
- *Work with partners, Board members and the BF team to identify and secure funding streams that support our social impact work.*

OTHER RESPONSIBILITIES:

- *Lead the cross departmental team responsible for delivering against our Diversity and Inclusion Action Plan.*
- *Play an active role as a member of the Senior Leadership Team in promoting best practices and ensuring policies and standards are embedded in relation to equality, safeguarding and sport integrity.*
- *Work with the Finance Director (FD) to ensure that budgets are managed and expenditure forecasted and reported on in an accurate and timely manner.*
- *Support the CEO and FD to improve efficiencies of internal processes whilst maintaining governance and reporting standards.*
- *Work with the CEO and FD to run the organisation.*

A photograph of two men in fencing gear. The man on the left is sitting on a stationary bike with a Union Jack wheel, holding a foil. The man on the right is sitting on a wooden stool, also holding a foil. They are both smiling. The background is a large indoor sports hall with tiered seating.

PERSON SPECIFICATION

ESSENTIAL

- *Experience of senior stakeholder management in the sporting landscape.*
- *Knowledge and understanding of sports development.*
- *Understanding of the sporting landscape, the role of the National Governing Body and Sport England.*
- *Experience of establishing, building and maintaining highly effective relationships with organisations and/or individuals and external groups.*
- *Experience and knowledge of safeguarding, in particular the link between policy to practical application in sporting environments.*

- *Ability to lead and manage cross-departmental teams to deliver multiple projects simultaneously to success.*
- *Highly competent in use of Microsoft Office tools and willing to embrace new technologies, including AI.*
- *Excellent programme management skills.*
- *Experience of managing delivery of strategic outcomes.*
- *Commitment to equality, safeguarding and sport integrity.*
- *Ability to deliver reports for Board and funding partners.*

DESIRABLE

- *Experience of working as part of a senior management team.*
- *Experience of working with organisations who support under-represented groups.*
- *Available to work occasional weekends and evenings.*
- *A full driving licence.*



BF STRATEGIC GOALS

GROW PARTICIPATION

Increase inclusive opportunities and transform perceptions of the sport to welcome a new audience and grow participation at all levels.

CREATE A SUSTAINABLE FUTURE

Establish a long-term, self-sustaining operating model that secures the future of BF, strengthens clubs, and ensures the continued growth and success of the sport.

DELIVER GBR SUCCESS

Enable every GBR Pathway athlete to maximise their potential to achieve international medal success.

SUPPORT WOMEN AND GIRLS

Attract and retain women and girls across all levels of fencing.

DELIVER POSITIVE SOCIAL IMPACT

Increasing fencing's contribution to improving people's lives.

HOW TO APPLY

To apply for the role, please email your CV with a brief cover letter (ideally as one document) to: recruitment@britishfencing.com with “Ref:6375 Participation Director” in the subject title.

If you would like to discuss the role or the application, please email us on the same email address quoting the reference above in the subject title to arrange a call or ask a question.

We welcome applications from all sections of the community, regardless of age, race, colour, sex, marital status, religion, ethnic origin, nationality, disability or sexual orientation.

Closing date: Sunday 22nd February 2026

1st stage interview: Wednesday 4th March 2026 (in person)

2nd stage interview: Thursday 5th or Friday 6th March 2026 (online)

Remuneration: £55,000 to £60,000 (depending on experience)

Contract type: Full time (35 hours plus unpaid 1 hour lunch per day)

Location: Flexible, with approximately one day a week face-to-face with the team in or around London.

Please note, this role does not include an offer of visa sponsorship.

