



**TOGETHER
ACTIVE**

Staffordshire & Stoke-on-Trent

ACTIVE ENVIRONMENTS LEAD

RECRUITMENT PACK

July 2026



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JULY 2026

TOGETHER ACTIVE

Staffordshire & Stoke-on-Trent

Dear Applicant

Thank you for taking the time to find out more about our Active Environments Lead opportunity.

Before I say anything about the role itself, I want to say something about the kind of organisation we're striving to be.

At Together Active, we're committed to building a workforce that better reflects the diversity of the communities we serve. We know we haven't got everything right, and we know there is more for us to do. That's exactly why we're committed to continuing to learn, challenge ourselves and create an organisation where people from all backgrounds feel welcomed, valued and able to thrive.

We particularly encourage applications from people who are currently underrepresented within our organisation or who face barriers to employment, including people from minoritised ethnic backgrounds, disabled people, LGBTQ+ people and people experiencing socioeconomic disadvantage. We know that different experiences, perspectives and ideas strengthen our organisation and help us better understand and work alongside the communities we serve.

The Active Environments Lead is an important role within our organisation, with the opportunity to influence the places and spaces that shape everyday life across Staffordshire and Stoke-on-Trent.

At Together Active, we believe everyone should have the opportunity to enjoy the benefits of an active life. We also know that being active isn't simply about individual choices. The places where we live, work and spend our time have a significant influence on our health and wellbeing. That's why we work alongside communities, partners and decision-makers to create environments where being active is easier, safer and more accessible for everyone.

We're a values-led organisation, and how we work matters just as much as what we achieve. Collaboration, compassion, creativity and inclusion shape the way we approach our work. We believe the best solutions are developed with communities rather than for them, and we're always learning from the people and partners we work alongside.

We're looking for someone who shares those values, enjoys building relationships and is motivated by creating lasting change. While experience is important, we're equally interested in the curiosity, judgement and commitment you'll bring to the role.

I hope this pack gives you a genuine sense of who we are, what we're trying to achieve and what it's like to work at Together Active. If you decide to apply, I look forward to learning more about what you could bring to our team.

Warmly,



Carly Jones
Chief Executive



Who we are



Where we've come from

We were originally formed as a County Sports Partnership and operated under a local authority. After almost 20 years as Sport Across Staffordshire and Stoke-on-Trent, we were keenly aware that if we wanted to support the people who need us the most, we had to shift our focus. Our ambitions were not just about sport but in ensuring that everyone has the opportunity to be active in the way that works for them. And in doing so, we could create more opportunities for people to live happy, healthy lives. So, in 2020 we took the step to register as a charity, and became **Together Active**.

Where we are today

Together Active is an Active Partnership, which means we benefit from being part of a network of 43 organisations whose purpose is to tackle inequality through the lens of physical activity. Today, we work to make sure that the right systems and services exist for people to be able to lead happy and healthy lives.

Our **aims** are to:



Work with partners to improve the prevention pathway for mental health



Test new ways of working with socially excluded groups to increase opportunities for them to be active



Prove that physical activity has a critical role to play in community development

Both our new strategy and our Theory of Change are clear that our focus of our work must be in Stoke-on-Trent for the foreseeable future, with further targeted work in areas of highest deprivation across wider Staffordshire. We know that if we achieve our aims, we can collectively reduce the strain on health and social care services and support an early intervention approach. This in turn will help to create meaningful improvements to the lives of the people in Staffordshire and Stoke-on-Trent.

Together Active does not directly deliver services and our role is in ensuring we create the conditions and space for existing organisations, brilliant at what they do, to keep doing it. We work in a systemic way to tackle the structural issues that prevent access to physical activity and connect strategic decision makers to the real life experiences of the people they work for.

Our Vision

Design out inactivity across Staffordshire and Stoke-on-Trent

Our new strategy covers the period 2024-2030. Our focus is on the people that are most likely to feel the impact of structural inequality preventing or limiting their ability to lead an active, healthy life. Our aim is to use physical activity as a vehicle to keep people included.

Our approach is based on universal proportionalism. That means we'll allocate our resource where it's needed the most. This is based on evidence, data and experience. In our region, poverty disproportionately impacts the residents of Stoke-on-Trent compared to the wider county of Staffordshire. That's why we will work more in Stoke-on-Trent than any other part of the region for the duration of this strategy.

We know how household income intersects with other inequalities people experience has a big impact on how active they can be. That's why we'll also be focusing on people who experience or are at risk of exclusion because of their:

- Gender
- Race and/or cultural heritage
- Physical Disability
- Lower Income
- Experiences of mental distress or a mental health condition

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Our aim is to use physical activity as
a vehicle to keep people included

Carly Jones, CEO

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How we value you

At Together Active we know that our people are our most valuable asset. We have recently launched our **People Plan** that sets out how we put the welfare and wellbeing of our staff at the heart of the organisation. In addition to fair salaries with clear opportunities for pay progression, we offer the following benefits:

- **Generous Health & Wellbeing Cash plan** - including access to a virtual GP any day anytime, cash back towards the cost of everyday healthcare expenses like dental check-ups, eye tests, and physiotherapy sessions. Discounts to gym memberships and retail discounts such as cinema tickets and your weekly shop.
- **4 Day Working week Organisation** - our full time staff currently work a 4 day working week with no reduction to pay or holiday allowance, (pro rata'd for part time staff), allowing us time to be active in a way and time that works for us.
- **Generous annual leave allowance - 31 days** upon commencement of employment including bank holidays. (based on a 4day working week and pro rata for part time staff).
- **Three concessionary days** leave over Christmas and New Year (pro rata for part time staff)
- Death in service scheme up to the value of three times actual salary
- Volunteer day to spend either as a team or individual helping out with an organisation or cause you select
- Up to **8% employer** contribution to pension scheme
- Access to **Cyclescheme**
- Online skills training platform - for employees to use to broaden their professional and personal development across a range of online courses
- Access to counselling service

We are committed to working flexibly and we mean it. Most people in our team are hybrid workers and we tend to congregate in the office approximately twice per week, currently a Tuesday and Thursday. We are focused on outcomes and the impact that we make, not counting the minutes you're sat at your desk.

Our office is currently based at Staffordshire University Business Village with free parking on site.

Each applicant will be individually assessed regardless of age, gender, ethnicity, sexual orientation, disability, religion or belief and we will use positive action on the basis of race and/or disability in the case of a tie break situation.



**We know
our STAFF
are our most
valuable asset**

The Role

Role Profile: Active Environments Lead

Reporting to: Head of Inclusion, People and Culture

Hours: Part-Time- 26 hours per week

Salary: £33,000 FTE pro-rotta - £26,400 Actual

Location: Hybrid (between our office, at home and across Staffordshire)



Role Summary

The primary purpose of this role is to lead Together Active's Active Environments work, creating the conditions for physical activity to become a safe, easy and attractive choice for everyone. Working across systems, sectors and communities, you will influence the design, development and use of places and spaces so they enable more people to be active, with a particular focus on those experiencing the greatest inequalities.

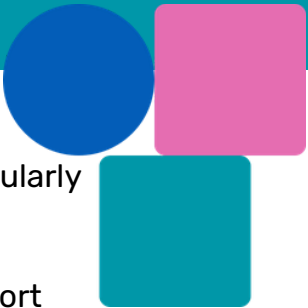
You will provide leadership for Together Active's Active Environments agenda, building strong partnerships across local authorities, planning, transport, health, education, environmental organisations and community groups to influence long-term change. Through advocacy, collaboration and place-based working, you will champion the role that active environments play in improving health, reducing inequalities and supporting more environmentally sustainable communities.

A key aspect of the role is empowering communities to shape their local environments through meaningful engagement and co-design. You will work alongside local people to identify opportunities for hyper-local improvements that increase opportunities for walking, cycling, play and connection with nature, helping create places where people feel safe, welcome and motivated to be active.

You will also lead Together Active's work to strengthen connections with Staffordshire and Stoke-on-Trent's extensive green and blue spaces, ensuring they are accessible, inclusive and valued by local people. Through influencing policy, supporting system partners and advocating for Sport England's active design principles, you will help embed physical activity into decision-making across the region.

Role Outcomes

1. Communities influence and shape their local environments through co-design, resulting in places and spaces that make being physically active a safe, easy and attractive choice.
2. Active environments are embedded within local and countywide strategies, policies and decision-making, influencing long-term systems change across planning, transport, health, education and environmental agendas.
3. Communities are empowered, listened to and supported to influence decisions about their local environments, particularly those experiencing the greatest inequalities.
4. Hyper-local improvements increase safety, accessibility and belonging, enabling more people to connect with and use local green and blue spaces for physical activity.

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5. Green and blue spaces are increasingly accessible, inclusive and regularly used by a diverse range of people and communities.
 6. Walking, wheeling and cycling are championed through strategic partnerships and influence planning policy, development and transport decisions.
 7. Schools play an active role in creating healthier communities through active playgrounds, active travel and empowering children and young people to advocate for improvements to their local environments.

What does this mean day to day?

All of the duties you undertake will be directly linked to the outcomes above, with the autonomy to shape how these are achieved in collaboration with your line manager and colleagues. You can expect to:

- Lead Together Active's Active Environments work programme, ensuring delivery aligns with organisational priorities and contributes to long-term systems change.
- Build and maintain strong partnerships with local authorities, planning, transport, education, health, environmental organisations and community groups to influence the creation of active environments.
- Work alongside communities to understand barriers to accessing local places and spaces, particularly green and blue spaces, ensuring community insight shapes priorities and decision-making.
- Facilitate co-design approaches that empower local people to shape improvements to their neighbourhoods and create lasting ownership of local places.
- Use evidence, insight and learning to influence policy, investment and strategic decision-making across local systems.
- Advocate for Active Design Principals across local, regional and national partnerships, championing the role of physical activity within planning, climate, transport and health agendas.
- Develop and strengthen partnerships and networks that bring organisations together around a shared ambition to create more active communities and sustainable environments.
- Identify opportunities to influence investment and maximise resources that support the development of active environments across Staffordshire and Stoke-on-Trent.
- Collect and use Monitoring, Evaluation and Learning (MEL) to demonstrate impact, inform continuous improvement and influence future practice.
- Represent Together Active within strategic partnerships, networks and forums, acting as the organisation's lead for Active Environments.
- Identify and develop our areas of influence on environmental sustainability within the sector and focus on areas with tangible impact on sustainability and participation.

This is not a desk-based role. You will regularly work within communities, visiting organisations, partners and local spaces to understand local priorities, build relationships and support communities to create lasting change.

Line Management Responsibilities

This role does not currently have direct reporting lines but may be involved in support and supervision for other key roles across the partnership.

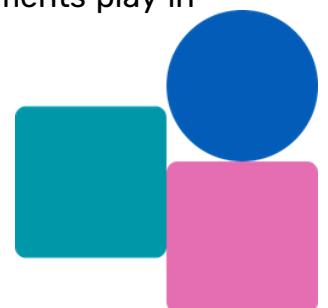
Person Specification

Essential

- Proven knowledge and understanding of how places and spaces influence physical activity, health, wellbeing and inequalities.
- Excellent written, verbal and interpersonal communication skills, with the ability to influence and engage a wide range of audiences.
- Ability to build trusted relationships and work collaboratively across communities, organisations and strategic partnerships.
- Passionate about creating inclusive environments where everyone has the opportunity to be active.
- Professionally curious, with an interest in emerging policy, evidence and best practice relating to active environments and place-based working.
- Experience of using community insight, evidence and learning to inform decision-making and influence positive change.
- Innovative and solutions-focused, with the ability to identify opportunities to improve places, partnerships and ways of working.
- Able to work independently, manage competing priorities and take ownership of delivering outcomes.
- Strong understanding of outcomes-based approaches and the use of monitoring, evaluation and learning (MEL) to demonstrate impact.
- Proficient in Microsoft Office.
- Ability to travel across Staffordshire and Stoke-on-Trent

Desirable

1. Knowledge of planning, active travel, green and blue spaces, or wider placemaking agendas.
2. Experience of influencing policy, systems or strategic partnerships to create long-term change.
3. Experience of securing or managing external funding, investment or commissioned programmes.
4. Understanding of climate, sustainability and the role active environments play in supporting healthier, more resilient communities



How to Apply



- ✓ Please download and complete the application form and equality monitoring form. We will not accept CVs or cover letters. Your completed application should be returned to hr@togetheractive.org
- ✓ If you have accessibility requirements and need to submit your application in an alternative form, contact us by emailing hello@togetheractive.org
- ✓ Your application will be assessed based on how well you meet each element of the person specification, so please use concrete examples to illustrate this

Recruitment Timeline

Date: 27th July 2026
Applications open

Date: 24th August 2026
Shortlisting



Date: 21st August 2026
Applications Close

Date: 9th September 2026
Recruitment Day

If you'd like an informal chat about the role or have any questions, please contact us using the email address provided above.

We greatly appreciate the time and effort people take to apply for roles. However, due to the small size of our team, we unfortunately cannot provide feedback to candidates at shortlisting stage. If you have not heard from us within two weeks of the closing date, please assume you have been unsuccessful on this occasion.

Together Active are committed to Safeguarding and Promoting the Welfare of the communities we work with. We expect all staff and volunteers to share this commitment and to undergo appropriate checks, according to role which can include an enhanced DBS check.



TOGETHER ACTIVE

Staffordshire & Stoke-on-Trent



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