



Contract for Services

Consultancy Role: Project Evaluator: Sporting Heritage NLHF Resilience Project

Timeframe: December 2022 – October 2023

Fee: £5000

Introduction

The National Lottery Heritage Fund have granted Sporting Heritage funding to conduct a resilience heritage project between October 2022 – October 2023. The project will change the shape of Sporting Heritage, allowing us to build from the effects of Covid 19 and the economic downturn, increasing our organisational and sector support resilience, decreasing our economic impact, and increasing the number and diversity of people accessing and sharing their heritage.

This consultancy is specifically to evaluate the outcomes and outputs of the project and inform future delivery.

Background

Sporting Heritage is everything from medals and trophies connected to the sporting past, to oral histories, photographs, film, kit, scrap books, texts, and stats. This heritage is often owned by private individual collectors - predominantly because, until recently, the heritage sector did not value sporting heritage and chose not to collect it. Some heritage venues themselves hold sporting heritage but are often unsure about the provenance and the stories associated with it. Because of the changing nature of heritage interpretation though, and the increased awareness of the role and value of sporting heritage in supporting these objectives with support of the work of Sporting Heritage CIC to date, heritage venues are beginning to recognise the opportunities sporting heritage provides and that they should be working with this field.

Having been through a period of expansion and growth, supporting significant development in the field, and increasing the diversification of sporting heritage across the UK, we are now in need of

consolidating our income diversification mechanisms, and ensuring we are a robust and fit for purpose organisation into the future. This project will allow us to achieve that.

Purpose of consultancy:

To deliver the evaluation of the Sporting Heritage's NLHF resilient sporting heritage project between January 2022 and October 2023.

Key Tasks and Responsibilities

- Create an evaluation framework which should not only measure the outputs and outcomes of the project, but also inform future development of the organisation
- Work with the Strategic Director to ensure the framework is fit for purpose
- Work with the Sporting Heritage project team to embed the evaluation across the project from the start of the programme
- Ensure that the project team are clear from the start on how to support the evaluation and any specific data or information gathering which is needed
- Produce a short interim evaluation in May 2023 and join the in person meeting in Leeds in June 2023 to discuss and inform final evaluation needs
- Produce a final evaluation end September 2023. The final evaluation report should be short, but there should also be Sporting Heritage branded slide deck (using our assets titles) so that we can share the outputs and outcomes of the project easily with the sector on our social media feeds
- Produce a final evaluation podcast working with the Sporting Heritage team and stakeholders to allow us to share the outputs of the project

Knowledge, skills and understanding specification

Essential

- Evaluation experience and knowledge
- Experience of working remotely
- Experience of developing creative evaluation outputs which allow the project evaluation to be shared widely
- Experience of working within the heritage sector
- Experience of the Inspiring for all Framework

Desirable

- Experience and knowledge of sporting heritage
- Experience of working with sporting groups and NGBs
- Experience of working with community interest companies

How to Apply

1. Respond to this tender in no more than 4 A4 pages outlining:
 - a) how you would approach the project and any outputs you would produce
 - b) your suitability for the role
 - c) a brief timeframe
 - d) an indicative budget
 - e) contact details and 2 suitable references
2. If the above do not accommodate your needs, please contact info@sportingheritage.org.uk to discuss other reasonable adjustments we may be able to put into place

If you have any specific questions about the above role, please email justine@sportingheritage.org.uk with the subject line **Evaluation Brief**

Responses should be emailed to info@sportingheritage.org.uk with the subject line: **Urgent: Evaluation Tender**

The deadline for applications is **November 22nd at 12pm**

Selection Process

Applications will be scored against how the applicant meets our required skills & experience as outlined above.

Shortlisted candidates will be invited for interview on the 30th November or 1st December by Zoom. We offer reasonable adjustments within our interview process and can provide further information to interview candidates.

Our first team induction meeting will take place on the 8th December 2022 in Leeds.

Once again thank you for your interest in Sporting Heritage!