

Athlete Engagement Coordinator

Position: Athlete Engagement Coordinator
Reporting To: Head of Partnerships, Engagement & Business Intelligence
Location: Remote (UK-based preferred)
Hours: Flexible part-time, from 1-12 hours per week
Duration: Initial 6 months, fixed-term contract
Salary: £3,900 (based upon 12 hours per week for full 6 months at £12.50 per hour)
Start Date: ASAP

add-victor: Our History

add-victor is the career platform for athletes and military veterans; specialists in matching high achieving individuals with exciting employment opportunities.

Our technology platform empowers users to build a personalised 'ShopWindow' profile, showcasing their unique experiences and skillsets. Candidates also gain access to tailored professional development resources via our 'Knowledge Hub' and can apply directly to relevant job opportunities.

We began by supporting elite athletes and all three branches of the military, placing them into competitive roles within the financial sector. Thanks to our candidates' outstanding performance and retention rates, demand from employers has grown rapidly. Today, our platform welcomes high-achieving student-athletes (from 85+ sports) and offers roles across a range of sectors — including Banking, Asset Management, FinTech, Technology, Insurance, Consulting, Real Estate, Pharmaceuticals, and Sport.

With a trusted brand, innovative tech platform, and strong client partnerships, this is a dynamic time to join add-victor. As we enter our next growth phase, we're expanding our Partnerships and Engagement Team with driven individuals to help us scale our impact, brand, and reach.

The Athlete Engagement Coordinator Role

As an Athlete Engagement Coordinator, you'll play a key role in expanding add-victor's reach across the UK's sporting landscape. You'll support our mission by promoting the platform to student-athletes, creating engaging content, and helping grow our candidate base. Working closely with the Head of Partnerships, Engagement & Business Intelligence, you'll act as a bridge between university and regional athletes, and the opportunities available through add-victor.

Your responsibilities will include contributing to the production and distribution of social media content, creation of online resources, managing local outreach initiatives, and helping raise awareness of add-victor among student-athletes and sports clubs in your region (with support of your manager). Coordinators will also lead on the expanded delivery and administration of the Club Sponsorship Programme, with over 80 university clubs per year receiving funding and support, add-victor are looking to engage with more universities and clubs than ever before. You may be asked to support partnership activation, attend relevant events, and help onboard new candidates to the platform. The role is flexible and remote, offering autonomy over your hours while contributing to the company's broader growth and marketing strategy.

This is a dynamic opportunity for someone passionate about sport, professional development, and building communities. Whether you're an athlete yourself or someone enthusiastic about helping others succeed beyond the playing field, you'll be part of a purpose-driven team during an exciting phase of growth. Training and ongoing support will be provided to ensure you're set up to succeed.

Key Attributes:

- + Excellent written and verbal communication skills
- + Confident presenting to groups and engaging with diverse audiences
- + Positive, proactive attitude with a strong sense of accountability
- + Able to build and maintain meaningful relationships
- + Interest in sport, recruitment, higher education, marketing and/or professional development
- + Creative thinker with an ability to create engaging digital content
- + Competent with Microsoft Word, Excel, and PowerPoint (plus Canva or similar)
- + Able to work independently within a broader team and business structure

Key Responsibilities:

- + Athlete Engagement & Outreach
 - o Promote the add-victor platform to athletes & sports clubs within your region
 - o Support the onboarding process for new athlete candidates
 - o Support management & administration of the Club Sponsorship Programme
 - o Lead communication with local university clubs receiving funding & support
 - o Help identify new partnership opportunities & support their activation
- + Content Creation & Communications
 - o Contribute to the creation & distribution of engaging social media content
 - o Assist in producing online resources to support athlete development & platform use
 - o Support the planning & delivery of campaigns for a range of audiences
- + Collaboration & Growth
 - o Work closely with the Head of Partnerships, Engagement & Business Intelligence to activate partnerships in your local area
 - o Represent add-victor at relevant sporting or university events (virtual or in-person)
 - o Share ideas to enhance athlete engagement & regional outreach
 - o Contribute to the organisation's broader partnerships & engagement strategy
 - o Assist with additional responsibilities as needed to support team delivery

Application Process

Applicants should apply directly via the add-victor portal, with a CV and Loom Video, prior to the application deadline of 10am on **Tuesday 22nd July**.

For more information about the organisation, check out www.add-victor.com or on social media @add_victor; please direct any questions to Alex Turnbull (Head of Partnerships, Engagement & Business Intelligence) on aturnbull@add-victor.com.