



Project Manager - Education

The Urban Youth Games are a movement that aims to inspire young people and promote social inclusion and better "living together" through sports events.

Job Description

For the development of our roadmap, Urban Youth Games is looking for a Project Manager - Education.

- You maintain contacts and build relationships with the French and Dutch speaking partners of Education, such as: schools, principals, physical education teachers and teachers, school sport federations (in conjunction with the project manager - Sport) and the General Secretaries of each education network.
- You contact schools, meet with them on site and explain the Urban Youth Games to them, in order to encourage them to participate in the annual activities.
- You promote our annual program: inclusive playbooks, challenges and regional and national events.
- You develop and improve the inclusive playbooks and monitor their use with the different schools. You make improvements based on user feedback. In collaboration with the Project Manager - Sport.
- You propose training programs and develop training sessions for physical education teachers to improve the use of the playbooks.
- You follow up on impact studies to measure the results of the playbooks and events, in cooperation with the VUB, the VOICE group and the students involved.
- You collect data through surveys and discussions with our partners, playbook users and event participants.
- You create and manage a community of physical education teachers.
- You will co-construct a committee of experts on themes related to the project: Inclusion/Equal Opportunities, Sport, Education, etc. - You will work with the Managing Director, the Head of Communication and the Project Manager - Sport.
- You coordinate and implement ad hoc projects.

Who are we looking for?

Are you passionate about teaching, sports, inclusion and the non-profit world? Do you have experience in the education sector? Do you enjoy making new contacts? Are you action-oriented and enjoy following through on projects? Then you can use your talents to create a lasting impact.

Position Requirements:

- A perfect knowledge of French and Dutch is necessary because you will create and maintain contacts in French, both orally and in writing.
- You have a good understanding and command of English as you will be in contact with partners or colleagues who speak English.
- A valid driver's license is required as you will be traveling to partners and schools.





- You are pragmatic, open-minded, sociable and enjoy making new contacts.
- You have personal or professional experience in teaching (e.g. as a physical education teacher or similar), and/or in dealing with schools and teachers.
- Experience in project or event management is a plus, as this is an important part of the job.
- You take ownership of your projects, working independently and in a structured manner.
- You are stress resistant and flexible; event preparation can be intense and stressful.
- You are able to manage a budget.

We recruit on the basis of skills and talents, regardless of age, sex, gender identity, philosophical background or disability.

What do we propose?

You will be part of a team of highly motivated colleagues, with experience in the associative, event and sports sectors, in order to develop a growing project that makes sense:

- A varied and stimulating position that contributes positively to societal challenges.
- You will work from Monday to Friday (working hours will be determined in consultation).
- Some flexibility in working hours is expected in the period before an event. Overtime will be compensated by time off after the event.
- A dynamic environment in the heart of the European district, close to the European Commission. Our offices are within walking distance of the Brussels-Schuman and Brussels-Central train stations.
- Transportation costs for business trips are reimbursed by the employer.
- There is a possibility of teleworking (number of days/week to be defined together).
- Permanent contract (CDI) as of January 1st 2023.
- Salary in line with the market

Would you like to join our team?

Apply by sending your CV and cover letter to info@urbanyouthgames.org. You can also contact us by phone at 0498/10.67.02 for any question. Candidates will receive a feedback within 15 days. Selected candidates will receive an invitation for an interview. The interview will be scheduled according to the availability of the candidate and will take place during the day starting the week of November 21, 2022 (in our offices in Brussels or by videoconference).

Additional information

Our Mission and Roadmap

The UYGs are national in scope and have an ambitious year-round roadmap for youth in 5th and 6th grade (+/- 10 to 12 years old). It is divided into two strategic areas:





I. the development of pedagogical tools in elementary school, called "Inclusive Playbooks", which are created in collaboration with the Sports Federations, experts in Inclusion and key actors in Education;

II. large-scale events on different scales, including 6 regional/provincial events (Flanders, Wallonia and Brussels) and one national event (in Brussels) in 2023;

By putting sport at the service of inclusion, the UYGs have developed a model that allows each young person to become an actor of the sport activity, to open up, to exchange and finally to blossom. By breaking social and cultural barriers through sport, we have the opportunity to raise awareness of tomorrow's societal challenges.

Our vision

To become the reference movement that brings together all young Belgians regardless of gender, disability, religion, sexual orientation, language, etc.

In other words, to bring together the "Olympic - Paralympic - Special Olympics" movements into a single movement for youth (// sport for all).

