



Several vacancies may be available - multiple selections may be made

Job Title:	Sports Specialist, S-0030-05/07
Location:	RAF Lakenheath
Vacancy Number:	189523
Close Date:	16 September 2026
Hours and Schedule:	37.5 hours per week, As Rostered schedule (Any 5 days out of 7 Days) – 1400-2130
Hourly Pay:	£14.08-£20.08

This is a developmental position. You will be provided with job progression and training for completion to reach the targeted grade of S-0030-07.

Benefits:

- **Competitive Salary:** the starting salary for this position is £14.08 an hour
- **Holiday:** 25 Days Annual Leave + 8 US Federal Holidays
- **Paid Sick Leave**
- **Pension Scheme**
- **Free On-Site Parking**
- **Employee extras such as:** Life Assurance scheme, Employee Assistance Program, Specialized Training, Developmental Opportunities, Receive time off, cash, and honorary awards for significant contributions

Job Description

The primary purpose of this position is to support the planning, execution, and daily administration of a comprehensive, year-round intramural, varsity, and recreational sports program for the Air Force installation. Key responsibilities include developing and managing athletic leagues and events, acting as the primary Fitness Center point of contact (POC) for sports coaches, and serving as the liaison between contracted sports officials' organizations and the Fitness Center Contracting Officer. Additionally, the incumbent plans and oversees program budgets for athletic equipment and supplies while assisting leadership with sports facility oversight and equipment maintenance.

Qualifications and Key skills

- A valid UK CAT B driving license

To qualify for this position, applicants must possess either a bachelor's degree in physical education, exercise science, exercise physiology, kinesiology, health education, or a related field, or at least one year of specialized experience demonstrating core competency across the required skills. Qualified candidates

must possess a thorough knowledge of recreational and competitive individual and team sports, participant needs, physical and psychological athletic factors, and the methods required to plan comprehensive sports activities, including providing input for contractor statements of work. Additionally, candidates must demonstrate skill in budgeting, resource and inventory management, facility monitoring, and equipment maintenance, alongside the ability to conduct coach/official clinics, train athletes, and execute athletic tournaments. Finally, the role requires proven ability to establish and evaluate program goals, adapt activities within resource constraints, leverage information technology, and communicate effectively to foster positive working relationships with staff and patrons.

Other Significant facts

1. You will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules and regulations. This position may also be coded as mission essential.
2. You may be required to travel by military and/or civilian aircraft, and you may also be required to travel to the US or other country, in the performance of official duties or attend necessary training.
3. You will be required to complete a 6-month probationary period.
4. Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies. Overtime may be required and you may be assigned other duties not included in this position description, but that are appropriate to the grade and skill set of the incumbent.
5. You must be able to communicate effectively both orally and in writing.
6. Incumbent is subject to irregular tours of duty including nights, weekends, and holidays.
7. Incumbent must be able to do moderate lifting and carrying (45lbs) for short distances and reach above the shoulders.
8. Certificate in first aid and cardiopulmonary resuscitation is required.
9. Must complete and be able to maintain all mandatory training and certifications IAW AFI 34-266, Air Force Fitness and Sports Programs, or relevant official instructions if replaced.
10. Certification by the Cooper's Institute for Fitness is desirable.
11. A college degree in physical education, exercise science, exercise physiology, kinesiology, health education, or a related field is highly desirable.
12. The Local National Direct Hire (LNDH) Program does not participate in regular drug testing, however positions covered by this document may be subject to drug testing upon reasonable suspicion of substance abuse, and safety mishap or accident testing.
13. The work requires the employee to drive a motor vehicle. An appropriate, UK valid driver's license is required for the position.

NOTE: You will require a security clearance and a right to work in the UK

This position may have certain restrictions on US citizens including US dual nationals due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

LNDH Application: <https://forms.osi.apps.mil/r/HiHn37upJw>

Supporting Documents to be submitted via email to 100fss.fsmc6@us.af.mil