



The Albion Foundation

Active Lifestyles Girls Football Casual Coach (Including U12s Lead CWGFL) – Job Description

Job Title:	Active Lifestyles Girls Football Casual Coach (Including U12s Lead CWGFL)
Reports to:	Kicks Manager
Contract Term:	Casual
Salary Band:	N/A
Salary:	£9.50 - £15.00 per hour
Job Purpose	
To support the delivery of positive, high quality, structured, female-football sessions within the Active Lifestyles department and also Lead the U12s Girls football team, who compete in the Central Warwickshire Girls League. To assist the planning, delivery, monitoring and evaluation of sessions and activities.	
Duties and responsibilities	
<ul style="list-style-type: none">• To support the delivery of Premier League Kicks, Female Football Development projects and any other Active Lifestyles projects in line Albion Foundation’s high-quality standards and framework.• Contribute to ensuring all provision is delivered in a safe environment and all first aid regulations are adhered by reporting issues to the session lead.• Ensure that all safeguarding regulations are adhered to, all safeguarding concerns and incidents are to be reported to session lead and designated safeguarding lead.• Ensure that any issues with equipment and first aid kits are reported to the lead staff.• Assist the completion of the necessary monitoring requirements including attendance registers and participant data capture.• Proactively engage with participants, parents, partners and facility staff.• Promote a positive and professional image at all times including appearance and punctuality etc.• Have an understanding of Albion Foundation projects and encourage additional participation.• Attend performance reviews and CPD training as requested.• Any other duties deemed appropriate by line manager or equivalent.	

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Active Lifestyle Girls Football Casual Coach (Including U12s Lead CWGFL) – Person Specification



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Qualifications	Essential	Desirable	Measured
Degree/A Levels or equivalent		✓	Application
Minimum Level 2 Qualification in any other sport	✓		Application
Minimum Level 1 Qualification in Football	✓		Application
FA Emergency Aid or equivalent and current FA Safeguarding Children Workshop certificate or equivalent	✓		Application
In date DBS	✓		Application
Knowledge			
Knowledge of local communities and demographics		✓	Interview
Understanding of child protection and health and safety	✓		Interview
Understanding of Prevent and characteristics of targeted groups		✓	Interview
Skills			
Able to communicate effectively with a range of people	✓		Interview/practical
Able to work in both a team and independently	✓		Interview
Able to adapt sessions to participants	✓		Interview/practical
Able to encourage motivate and enthuse young people to participate in activities	✓		Interview/practical
Excellent planning and organisational skills		✓	Interview
Basic IT skills to include Microsoft Office products		✓	Application/interview
Experience			
Experience of working with young people	✓		Application/interview
Experience of working with young people who may pose challenging behaviours		✓	Application/interview

Experience of evaluating the effectiveness sessions and programmes	✓		Application/interview
Commitment to development and willingness to undertake training where necessary	✓		Application/interview
Personal			
Ability to work efficiently on own initiative and maintain a high standard of work	✓		Application/interview
A flexible attitude to working and willing to work evenings and weekends including matchdays	✓		Application/reference
Hold a valid driving licence and have access to own transport	✓		Application
Reliable and dependable	✓		Reference