



# The Albion Foundation

## Active Lifestyles Girls Football Casual Coach

### Job Description

|  |   |
|--|---|
| <b>Job Title:</b>  | Active Lifestyles Girls Football Casual Coach |
| <b>Reports to:</b>   | Kicks Manager                                 |
| <b>Contract Term:</b>  | Casual  |
| <b>Salary Band:</b>  | N/A   |
| <b>Salary:</b>   | £9.50 - £15.00 per hour                       |
| <b>Job Purpose</b>   |   |
| To support the delivery of positive, high quality, structured, female-based activities within the Active Lifestyles department. To assist the planning, delivery, monitoring and evaluation of sessions and activities.  |   |
| <b>Duties and responsibilities</b>   |   |
| <ul style="list-style-type: none"><li>• 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.</li><li>• 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.</li><li>• Ensure that all safeguarding regulations are adhered to, all safeguarding concerns and incidents are to be reported to session lead and designated safeguarding lead.</li><li>• Ensure that any issues with equipment and first aid kits are reported to the lead staff.</li><li>• Assist the completion of the necessary monitoring requirements including attendance registers and participant data capture.</li><li>• Proactively engage with participants, parents, partners and facility staff.</li><li>• Promote a positive and professional image at all times including appearance and punctuality etc.</li><li>• Have an understanding of Albion Foundation projects and encourage additional participation.</li><li>• Attend performance reviews and CPD training as requested.</li><li>• Any other duties deemed appropriate by line manager or equivalent.</li></ul> |   |

# The Albion Foundation

## Active Lifestyle Girls Football Casual Coach

### Person Specification



Be part of our family

| 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 FA Safeguarding Children Workshop certificate or equivalent | ✓         |           | Application           |
| In date DBS  | ✓         |           | Application           |
| <b>Knowledge</b>   |           |           |                       |
| 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             |
| <b>Skills</b>  |           |           |                       |
| 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 |
| <b>Experience</b>  |           |           |                       |
| 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 |
| <b>Personal</b>  |   |  |                       |
| 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             |