

The Albion Foundation

Football Development Coach - Job Description



Job Title:	Football Development Coach
Reports to:	Head of Football
Contract Term:	12-month fixed term contract. You will have a standard working week of a minimum of 16-18 hours, excluding meal breaks of 1 hour daily. You will be required to work outside of normal office hours on occasions, at evenings, weekends and on bank holidays and on public holidays. E.g., Monday – Friday between 9am – 8pm and Saturday mornings.
Salary Band:	£24,000 (Pro-Rata)
Job Purpose	
To support the delivery of positive, high quality, structured post 16 football coaching, football sessions in schools, evening centres and football camps within the Sport Department. To assist the planning, delivery, monitoring and evaluation of sessions and activities.	
Key Duties	
The Football Development Coach will: • To support with the delivery of PDC/PDA, Post 16 programmes, Football Development projects and some of the WBA One offer in line Albion Foundation's high-quality standards and framework. • Dependent upon skills and experience, successful candidates may be also required to delivery in our disability football sessions. • To support and deliver on sessions with our university students, casuals or volunteer members of staff to support their development. • Contribute to ensuring all provision is delivered in a safe environment and all safeguarding and first aid regulations are adhered by reporting issues to the session 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 and Views. • Proactively engage with participants, parents, partners and facility staff. • Always promote a positive and professional image including appearance and punctuality etc. • Have an understanding of Albion Foundation projects and encourage additional participation. • Attend performance reviews and training as requested. • Any other duties deemed appropriate by line manager or equivalent. • Maintain a commitment to CPD in line with Senior Management expectations.	

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Football Development Coach - Person Specification



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Education/Qualifications	Essential	Desirable	Measured
Degree/A Levels or equivalent		✓	Application
Minimum Level 2 Qualification in any other sport	✓		Application
UEFA B/ Level 3	✓		Application
FA Emergency Aid or equivalent and Safe	✓		Application
In date DBS (update service)	✓		Application
Knowledge and Experience			
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
Experience of working with young people	✓		Application/interview
Experience of a minimum of 2 years working in a Football or sport setting	✓		Application
Experience of working with young people whom 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
Skills and abilities			
Able to communicate effectively with a range of people and age groups.	✓		Interview/practical
Able to work in both a team and independently	✓		Interview
Able to adapt sessions to participants to suit their talent and age group.	✓		Interview/practical

Able to encourage motivate and enthuse young people to participate in football	✓		Interview/practical
Excellent planning and organisational skills		✓	Interview
Basic IT skills to include Microsoft Office products		✓	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