

The Albion Foundation

Job Description — Football Delivery Coach(Part Time)

Grade	Grade 2	Salary	£27,500(pro-rata)	Band: £27,000 – £35,000
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Section 1 — Role Identity

Job Title	Football Delivery Coach	Grade	2.0
Reporting To	FD Senior Manager	Department / Programme Area	Football for All – Football
Location / Sites	Ray Hall Lane/Outreach Venues	Contract Type	Part Time Fixed Term
Hours per Week	24	Date of Job Description Review	1st July 2026

Section 2 — Role Purpose

The Football Development Coach delivers high-quality football sessions to participants across schools and community settings, ensuring sessions meet TAF quality standards and Rocks objectives. The role supports participant development and engagement, contributing to the delivery and success of Football Development programmes.

Section 3 — Key Responsibilities

1.	Delivers a programme of high-quality sessions to players & pupils across schools and teams to agreed TAF quality standards and safeguarding requirements.
2.	Plans and prepares sessions in advance, adapting content and methodology to meet the needs of participants, including those with additional needs or disabilities.
3.	Monitors and records participant attendance, progress and outcomes to agreed reporting standards, contributing to impact measurement and funder reporting.
4.	Maintains awareness of and adheres to all relevant health and safety requirements, including site risk assessments, equipment checks and accident reporting procedures.

5.	Builds positive relationships with participants, parents/carers, school staff and community partners, always representing TAF professionally.
6.	Contributes to programme planning and development, sharing learning and participant feedback with the line manager and wider team.
7.	Delivers Football Development sessions across schools and community settings, supporting participant engagement, enjoyment, and progression.
8.	Supports the delivery of fixtures, festivals, and events, contributing to the organisation and smooth running of Football Development activity.
9.	Works with participants to support their development within football, encouraging progression into wider Foundation programmes where appropriate.
10.	Maintains equipment and resources required for delivery, ensuring sessions are safe, organised, and well-prepared.

All Albion Foundation Staff — Generic Responsibilities

- Promote a positive and professional image at all times, including appearance and punctuality.
- Have an understanding of The Albion Foundation's departments and projects and encourage additional participation.
- Attend performance reviews, staff meetings and training as requested.
- Any other duties deemed appropriate by line manager or equivalent. Where additional duties become a permanent and significant feature of the role, a job description review should be requested.
- Demonstrate and uphold TAF's values, adhering to the Staff Code of Conduct.
- Conform to TAF's Safeguarding policy, demonstrating a commitment to safeguarding and the welfare of all young people and vulnerable adults.
- Conform to TAF's Equality and Diversity policy and champion improvements.
- Attend and participate in INSET/training days and continually commit to building personal Continual Professional Development.

Section 4 — Scope and Accountability

4a — Line Management Responsibility

Delivery Coach roles do not carry formal line management responsibility. Experienced Delivery Coaches may informally support new starters or volunteers — this should be noted below if applicable.

Informal mentoring / support (if applicable)	Casual/USW and apprenticeships
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4b — Budget Accountability

Delivery Coach roles do not hold budget accountability. Note any programme resources or equipment the role is responsible for managing.

Resources / equipment accountability (if applicable)	
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4c — Programme and Audience Reach

Programme(s) delivered	Teams, Schools, holiday provision
Sites / locations	Schools/Ray Hall Lane/Sandwell Academy/ Redhill School/Etone/Wednesfield
Audience types (e.g. primary, secondary, disability, adult)	Primary, Secondary School and Adults
Typical weekly delivery hours	20-24 hours

Section 5 — Person Specification

Area	Essential	Desirable
Qualifications & Licences	Role-specific qualification — see guidance above Enhanced DBS Emergency First Aid Safeguarding Level 1	
Experience	Minimum 2 years' experience in a comparable delivery role FA C licence or above	
Knowledge	Understanding of safeguarding and child protection Knowledge of inclusive practice and SEND awareness	
Skills	Ability to plan and deliver engaging, outcomes-focused sessions Strong communication and relationship-building skills Organised, reliable and punctual	
Personal Attributes	Lives by TAF values Commitment to equality, diversity and inclusion Enthusiastic, positive and resilient	

Section 6 — TAF Values

All TAF staff are expected to demonstrate the four organisational values in their day-to-day work. The behaviours below describe what living each value looks like at TAF — they apply to every role and grade.

TAF Value	Observable Behaviours — universal across all grades and roles
Show Integrity "Do the right thing"	• Always tries to do the right thing by others and the organisation • Can be relied upon to do their best work when not supervised • Transparent and honest — does not cover up mistakes
Go Above and Beyond "Get it done"	• Has a can-do attitude; does not wait to be asked • Will do what it takes to get the job done • Goes the extra mile consistently, not just occasionally
Find a Better Way "Find solutions"	• Has a growth mindset — open to change and new approaches • Invests in their own learning and CPD proactively • Brings solutions rather than just problems
Inspire to Achieve "Make things better"	• Brings energy to the organisation on a daily basis • Finds the spark in others and motivates them to achieve more • Inspires participants, colleagues or community to believe in themselves

Job description completed by: Adrian Dove Date: 01/06/2026

Countersigned by Director: Rob Lake Date: 21/06/2026