

# Boy's SET Centre of Excellence Lead Coach

## Job Description and Person Specification

<b>Position:</b> Boy's SET Centre of Excellence Coach	<b>Department:</b> Boy's SET	<b>Reporting to:</b> Boy's SET Manager
<b>Salary:</b> £12.00 per hour	<b>Contract:</b> Zero Hour	<b>Hours per week:</b> Variable

**Job purpose:** To be responsible for leading a Team and supporting within a coaching team tasked with coaching and developing an Age group within the Boy's SET Program

To be responsible for supporting Sessions within the Boy's SET Department Working Across the Centre of Excellence and Advanced Centre

### **Role Competencies:**

#### **Planning Timescales:**

- Complete all admin processes, session planning methodology, reviews, and other operational requirements on time and to a high quality.

#### **Decision Making:**

- Make decisions within the remit of the role within the Boy's SET Program

#### **Impact and Influence:**

- Ensure governance within the MK Dons SET Boy's SET is adhered too.
- To ensure the safety of participants, volunteers and staff are a priority.
- To undertake every opportunity to promote a positive image of Milton Keynes Dons Sport and Education Trust.

#### **Skill Level:**

- Delivering or supporting high quality coaching to sessions to develop all players within your age group.
- Sessions should be in line with Senior Managers expectations and recognise vision and philosophy, and what is suitable for the players
- To work where possible with the Boys' SET to develop and embed a transparent and productive philosophy and 'on pitch identity'.

#### **Communication:**

- To support the relationships between club, player, and parent
- To liaise with other age group coaches around best practice, players going through age group transitions etc.

#### **Lead and Develop:**

- Develop, implement and evaluate players within the Boy's SET

#### **Operating Parameters:**

- To store and maintain the kit and equipment you are given as part of your role.
- Support the recruitment processes of bringing players to the Boy's SET in line with our core values and trial process with fairness and without bias.
- To ensure accurate monitoring of records for all activities are maintained.
- To be responsible for reporting all safeguarding issues when notified via the correct mechanisms

- The role will be based at one of our venues and may involve travel to away games.
- To perform other duties as required which are considered relevant to the post and to the objectives of the Milton Keynes Dons Sport and Education Trust.

**Essential and Desirable Job Criteria:**

- FA Safeguarding Children Course (E)
- Introduction to coaching football (E) – Player Development center / Assistant Roles
- UEFA C (E) – Advanced Centre and Centre of Excellence
- UEFA B (D)
- Pitch side first aid qualification (E)
- Highly motivated, reliable, and proactive with a good understanding of the sport and their own scope of practice. (E)
- Experience in coaching boy’s football. (E)
- Excellent communication skills with an ability to liaise with footballers, coaches, medical staff and such individuals in a personable and professional manner. (E)
- Flexible approach to work, in order to dedicate time to the club as the schedule determines. (E)
- Have the drive and enthusiasm to set high standards. (E)
- Highest standards of professional and personal conduct, especially confidentiality. (E)
- Full clean driving license (E)
- Attending relevant CPD (D)
- Knowledge and understanding of working with young players U7 to U18+ (E)
- Ability to work in a team environment (E)
- Understanding of various governing body football coaching plans and initiatives (E)

**Safeguarding** - We are committed to safeguarding and protecting children and young people (CYP) and at-risk Adults (ARA) Our expectation is that you will fully accept your responsibility for the safety and welfare of all CYP and ARA by being fully conversant with all our safeguarding policies and reporting anything that does not appear to be correct. The post maybe subject to an enhanced DBS check and yearly self-declarations.

**Equality and Diversity – must be able to demonstrate** that equality, diversity and inclusion will be maintained and developed across all programs and areas of the business.

Competency Total:

Level