

Job Description

Head of Performance Analysis

Position: Head of Performance Analysis	Department: Recruitment & Analysis	Reporting to: Sporting Director & Head Coach
Salary: circa £35,000 - Dependant on experience	Contract: Permanent	Hours per week: 37.5 (5 days out of 7)

Job purpose: To have responsibility for the entire Performance Analysis provision at MK Dons.

Role Competencies:

Planning Timescales:

- Plan, lead, oversee and coordinate the performance analysis provision across the First Team and Academy.
- Design and deliver robust analysis processes and protocols to gather and disseminate pertinent information on relevant KPI's and Game Plan requirements in both training and matches, as agreed with the Coaching Team.
- Facilitate clarity on the opposition analysis process and the post-match review process in line with our Coaching Team.
- Distribute match footage in the most efficient and accessible form to allow players, coaches, and analysts to conduct analysis immediately following each first-team game.
- Collate all resources into engaging and concise forms of presentation, according to delivery methods required by the coaching staff.
- Attend all MK Dons fixtures, home and away, to deliver the performance analysis provision.
- Deliver an exceptionally high standard of work in a pressurised environment with tight deadlines.

Decision Making:

- In using the department's video and data resources, appropriately make decisions to influence match preparation. This will include the feedback of pertinent tactical information and insights to the Assistant Head Coach and Head Coach where appropriate.
- At the appropriate time, seek permission to schedule performance review meetings with the Head Coach and wider football coaching staff.
- Regularly review the Club's video analysis services, processes and procedures and make impactful day-to-day and strategic decisions to ensure the needs of the Club are met.

Impact & Influence:

- Produce insightful and informative video analysis visuals to explain the performance of opposition teams in the form of pre-match analysis.
- Become central to the analysis operations at MK Dons. This includes being a proactive member of all player meetings, matchday operations, liaising with other heads of department & contributing to the overall objectives of the club.

- To actively contribute to the creation of a high-performance environment by ensuring all duties are completed with pride, consistency and to the best of your ability.

Skill Level:

- Hold a high level of football knowledge to be able to lead the provision of Opposition Analysis, Live in-play Analysis and Post Match Analysis. This position will be an extension of our coaching process and the Head of Performance Analysis will be expected to contribute to the discussions around match preparation and review.
- To work with senior management and the Sporting Director to manage and keep up to date the club's performance analysis software provisions and ensure the best use of our technology.
- Using the tools at the department's disposal to make the video footage as effective as possible in the time available.
- Manage the information provided to our coaching team to ensure it is as thorough and following the correct process.

Communication:

- Be able to effectively communicate in all staff meetings to represent the provision of Performance Analysis across Pre-Match, Live and Post Match analysis.
- Be pro-active in obtaining authorisation to produce video footage for our players.

Budget Management:

- Lead on the negotiation of the Club's performance analysis service contracts and make recommendations to the Sporting Director on the execution of these agreements.
- To ensure all financial actions are within budgetary remit and the best interests of the Club.

Lead & Develop:

- To oversee and develop Performance Analysis within the Academy through the management of the Academy Performance Analysts or Interns to ensure all objectives are met. This will include the review of performance and development processes.

Operating Parameters:

- Manage and maintain various databases, online portals, and systems in keeping with Club requirements.
- To ensure that the Football Club meets its responsibilities under the General Data Protection Regulations and Freedom of Information Acts.
- Assist with football related disciplinary processes regarding players and football staff and any appeals arising from them.
- Assist with matchday operations at the stadium working in partnership with the Head of Football Administration (or equivalent post) to ensure match day staff and volunteers are sufficiently organised and accommodated.
- To ensure the First Team and Academy operate within Club and governing body policies.
- Provide administrative support to Senior Management as required.

This job specification is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended considering the changing needs of the Football Club.

Essential & Desirable Job Criteria:

Essential

- Educated in either Performance Analysis, Sport-Science and/or Coaching at degree level.
- Extensive experience of professional football Performance Analysis in a similar role.
- Experience of working within a professional sporting environment.
- Good communication skills, developing both internal relationships with key personnel and external relationships with relevant account managers.
- High level of computer competency, knowing how best to apply this knowledge to the department resources.
- Highly competent in software such as Hudl Sportscore & Insight (including Hudl Studio).
- Excellent communication and interpersonal skills.

Personal Qualities

- Possess the drive and enthusiasm to set high standards and lead by example while achieving agreed objectives.
- A flexible approach to work, including a willingness to work unsociable hours.
- Highly self-motivated with a positive 'can do' and courteous attitude.
- The ability to work independently under your own initiative and as part of an extensive high-performance team.
- Honest and trustworthy with a high level of confidentiality and exceptional personal integrity

Desirable

- Experience of linking to a recruitment analysis provision.
- Experience of video scouting, assessing performance data and presenting to a football management team.
- Experience of dealing with a wide range of contacts from other clubs.

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 & Diversity - To ensure that equality, diversity and inclusion is maintained and developed across all programmes and areas of the business

Competency Total:

Level 4