

Volunteer Academy Coach

Job Description and Person Specification

Position Details

Position: Volunteer Academy Coach	Department: Academy	Reporting to: Academy Head of Coaching
Salary: n/a	Contract: fixed term	Hours per week: - upto 8

Overall Objective: Support Lead Coaches across the Academy with the delivery of Academy Coaching whilst obtaining pre-requisite coaching qualifications to coach in the Academy

Job Description	Person Specification
<p><u>Main Objectives</u></p> <ul style="list-style-type: none"> • Assist with the preparation of Academy training sessions • Support the delivery of Academy sessions as guided by the Lead Coach <p><u>Summary of Duties</u></p> <ul style="list-style-type: none"> • Support the collection of evidence for the PMA linking to fixtures, training and reviews • Help with the maintenance of Academy kit and equipment • Ensure the Academy facility is always safe and secure • Assist with the preparation of match day activities including pitch preparation, changing room, warm up and learning aids • Engage in conversation with coaching staff around the development of Academy players • Regularly take part in club CPD • Regularly maintain your Development Action Plan through regular discussion with the Academy Head of Coaching. • Report safeguarding issues in accordance with club policy 	<p><u>Essential</u></p> <ul style="list-style-type: none"> ○ IT literate with a willingness to learn how to use all internal systems including the PMA effectively ○ Have a personable approach ○ Excellent communication and interpersonal service skills ○ Have a flexible attitude to work ○ Ability to work on own initiative and as part of a team ○ Have a polite and courteous manner ○ Be organised, have good time management skills ○ The ability to meet deadlines ○ Always keep a clean and tidy appearance when representing the football club ○ Be able to adapt to changing circumstances ○ Have the drive and enthusiasm to set high standards and achieve company objectives ○ Be prepared to work evenings and weekends. ○ Compliant to company policies/procedures and regulations relating to your role in the Academy ○ Motivated to develop professionally and keeps accurate records that support the CCF and Coaching DAP's <p><u>Essential Qualifications:</u></p> <ul style="list-style-type: none"> ○ FA Level 2 Coaching Certificate ○ FA Learning Safeguarding Children Certificate ○ FA BFAS or EFAiF (Fist Aid Certificate) ○ FA Youth Award (Modules 1,2 and 3) ○ Full Driving Licence <p><u>Desirable Qualifications:</u></p> <ul style="list-style-type: none"> ○ D1 Category (Minibus) Driving Licence ○ FA Level 2 (or above) Talent ID Certificate <p>This role will require the successful candidate to have an Enhanced DBS check</p>
Reference:	Closing Date: