

Job Description – Head Football Coach

Contract type: Permanent

Location: Quorn FC Academy

Department: Training

We are looking for a passionate and enthusiastic Head Sport Coach to train our learners undertaking full-time programmes at Quorn FC Academy.

As a Head Coach you will deliver high quality football sessions and ensure that learners have arranged fixtures and match days to enhance player growth.

Head Football Coach Responsibilities

- To manage all operational elements of the Academy, including arrangement of fixtures and match days
- Driving the minibus for all learner travel
- Maintain high standards of the Academy
- Help the academy with recruitment through attending careers events.
- Lead on trial days, including management of students and collecting correct contact information for keeping in touch data.
- Produce a football overview of the academy structure including timetables for training.
- Liaise with Academy Manager on student behaviours, attitudes, and education expectations in order to understand students' progress.
- Produce session plans that link with training sessions and education outcomes.
- Manage player growth to help with profiling and individual development plans, this will be done in the form of a review three times a year.
- Aid education staff with parent's evenings
- Lead on analysis sessions with students
- Support students with work experience and their development of leading sessions
- Organise kit, minibus and referees for match days
- To carry out any other additional duties as directed by your line manager

Person Specification

Candidates without a particular qualification which we have listed as ‘essential’ need not be discouraged from applying if they are willing to undertake appropriate training in-post.

Experience		
Description	Essential	Desirable
Sports Coaching experience	X	
Experience leading sessions	X	
Qualifications		
Description	Essential	Desirable
Full Minibus license (D1)	X	
5 GCSES or equivalent, must include English and Maths grade C or above	X	
FA Level 1 Minimum or equivalent	X	
UEFA B License coach	X	
Safeguarding Level 1		X
Designated Safeguarding Lead		X

You will need to:

- Maintain personal and professional development and CPD to meet awarding body and contract requirements, and the changing demands of the job
- Undertake the duties described in this job description in a manner that promotes equality of opportunity, dignity and due respect for all employees, learners and other contacts and is consistent with the company’s Equal Opportunities policy
- Be aware of and follow the guidelines issued by DCSF under the KCSIE Policy
- Present a professional image of Heart of England Training in all contacts, and to build and maintain strong relationships
- The precise description and nature of your job may be varied from time to time and you may be required to carry out other duties as necessary to meet the needs of the Company

This role will require a commitment to safeguarding and the postholder will undergo training for health & safety, safeguarding, prevent and EDI (Equality, Diversity and Inclusion) and GDPR.