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| **Job Description** |

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| Job Title | Regional Talent Centre Girls Under 14’s Head Coach | | | |
| Department | Shrewsbury Town in the Community | | | |
| Location | Shrewsbury Sports Village | | | |
| Accountable To | Technical Director | | | |
| Criminal Record Check Required | Yes | | Level of Check | Full |
| Financial Responsibility | Budget Holder | N/A | Authorisation Level | N/A |

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| **ROLE** |

To deliver the technical programme for the Girls Regional Talent Club, enhancing the development of the girls within the programme. The role will take the lead in preparation and development of players for the England Talent Pathway and Ladies first team.

The remit is to produce players for the England Talent Pathway and Shrewsbury Town.

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| **HOURS OF WORK** |

* Part time hours between the hours of 6:00 – 8:00 on Tuesday evenings and 5:00 – 7:00 on Thursday evenings.
* Match days will be on a Saturday morning across the 2 & 3 Midlands region.
* Flexibility is essential as some weekends and evening work may be essential

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| **PRINCIPAL RESPONSIBILITIES** |

* Responsible for planning and delivering the technical and tactical coaching programme for your respective age group in line with the coaching syllabus
* To be responsible for the Under 14’s age group, keeping records of player progression and producing reports for both players, parents and coaches
* Work with the Under 12’s and Under 14’s coaches to enable a smooth transition for players to experience when going through the STFC System
* Assist the STFC ITC Girls and Womens’ Development Officer to follow the guidelines of the Womens’ and Girls Strategy
* Strengthen the Female Player Pathway with structured opportunities for the Under 16’s age group
* To liaise with all key personnel when planning and arranging coaching sessions and matches to ensure the appropriate support is in place (e.g. sports science, medical, recruitment, education, etc.) and that the timetable fits with all other RTC activities
* To ensure that accurate monitoring of records for all activities are maintained and lead on the analysis of evaluation information for activities
* To maximise opportunities to raise awareness of the organisations activities
* To ensure that the safety of participants, volunteers and staff is priorities at all times
* Perform other duties as required which are considered relevant to the post and to the objectives of Shrewsbury Town in the Community

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| **PERSONAL SPECIFICATION** |

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| **Skills/Qualities/Experience** | **Essential** | **Desirable** |
| Experience in a professional football development setting | X |  |
| Appropriate experience of coaching the target group | X |  |
| Experience of coaching in a wide range of environments including schools, club and community settings | X |  |
| An ability to keep maintain records | X |  |
| Knowledge of FA girls and women’s strategy |  | X |
| Good communication skills, both verbal and written including public speaking, report writing and deadline with the press and media | X |  |
| Experience with Microsoft Office applications at advanced level | X |  |
| UEFA A Licence |  | X |
| UEFA B Licence | X |  |
| FA Licenced Coaches Club Member | X |  |
| Ability to develop good working relationships with staff and partners | X |  |
| Able to drive and have access to a car | X |  |
| Able to work within flexi-hours to dovetail with other staff in cub especially on STFC Match Days | X |  |
| **Appointed person will be subject to a CRB clearance** | X |  |

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| **Our Core Values** |

We are looking for you to show these work-based core values which are integral to our workforce culture.

**Professional** – We are professional in every aspect of our delivery.

**Passion**– We are passionate about what we deliver for Shrewsbury Town Football Club, and how we can make a difference for the community we live in.

**Inclusive**– We are committed to support all of our participants regardless of race, gender or ability and will ensure that our programmes reflect this.

**Proactive** – We are determined to be forward thinking, innovative and ambitious in continually looking to improve our performance and impact.

**Fun** – We want all participants to share our enjoyment and enthusiasm in what we deliver – in a fun and safe environment.

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| **General Information** |

The Employee must at all times carry out his/her responsibilities with due regard to Shrewsbury Town in the Community’s policies and procedures in particular Health & Safety, Financial Authorisation, Confidentiality and with regard to the Data Protection Act.

The Employee must act to protect all young people and vulnerable adults that are in their care or attending the company’s premises. The Employee must report any misconduct or suspected misconduct to the Designated Safeguarding Officer.

The Employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relations amongst Employees and customers.

The above Job Description is not intended to be exhaustive, the duties and responsibilities may therefore vary over time according to the changing needs of Shrewsbury Town in the Community.

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| Employee’s  Signature: |  | Date: |  |
| Employee’s Name: |  | | |

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| Head of Community’s Signature: |  | Date: |  |
| Employees’ Name: |  | | |