# JOB DESCRIPTION

## JOB TITLE
Academy Goalkeeping Coach – U12 - U16

## DEPARTMENT
Academy - Coaching

## RESPONSIBLE TO
Lead Academy Goalkeeping Coach

## RESPONSIBLE FOR
Academy Goalkeeping Coaches (Sessional)

## JOB SUMMARY
Coach Academy goalkeepers, U12 - U16, in preparation for Scholarship. Responsibility for the planning, organisation, delivery and review of the Academy age appropriate goalkeeping coaching curriculum for age group goalkeepers U12 - U16.

## RESPONSIBILITIES
- Deliver the elite level, age appropriate, goalkeeping coaching curriculum in alignment with the Club and Academy coaching philosophy, ensuring the Club’s playing principles and style of play are adhered to;
- In conjunction with the Lead Academy Goalkeeping Coach, periodically review the goalkeeping coaching curriculum to ensure it fits with the Club and Academy playing and coaching philosophies, that it is phase specific, caters for individual needs, and takes into account modern trends within the game;
- Promote best practice in the delivery of the goalkeeping coaching programme across the Foundation Phase and Youth Development Phase;
- Assist in the transition of academy goalkeepers through each stage of the performance pathway unto Professional Development Phase;
- Ensure the effective use of the performance management platform to record all required performance clock data;
- Analyse performance clock data for use when providing six-weekly / twelve-weekly reviews on player progression and for mid / end of season reports;
- Conduct player review meetings, attend parents meetings and provide input into end of season retain / release meetings;
- Ensure all part-time goalkeeping staff qualifications and CPD requirements are kept up to date and in line with applicable regulations;
- Undertake continuous professional development (CPD) and/or additional training as identified or as required;
- Keep up to date with Academy and Club policies and procedures and legislation at all times;
- Ensure implementation of the Clubs health & safety, safeguarding, welfare and equality policies to create a safe working environment for all;
- Ensure working practices are compliant with data protection legislation and/or general data protection regulations (GDPR) requirements;
- Any other reasonable duties as required.
QUALIFICATIONS AND MEMBERSHIPS

ESSENTIAL
- UEFA B Licence Goalkeeping Coaching Award
- UEFA B Coaching Award;
- FA Advanced Youth Award (Goalkeeping);
- FA Youth Modules 1, 2 & 3;
- Safeguarding Certificate;
- Basic First Aid Qualification (preferably BFAS);
- UEFA B Licence Goalkeeping Coaching Award;
- FA Advanced Youth Award (Goalkeeping);
- FA Youth Modules 1, 2 & 3;
- Safeguarding Certificate;
- Basic First Aid Qualification (preferably BFAS);

DESIRABLE
- UEFA A Licence Goalkeeping Coaching Award;
- UEFA A Licence;
- Sports/Relevant Degree;
- FA Tutor status / teaching / coach education qualification.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED (OTHER REQUIREMENTS)

ESSENTIAL
- Experience of working with elite goalkeepers and coaches within the professional game;
- Strong mentoring and leadership;
- Excellent communication and listening skills;
- Competent in Microsoft Office / Apple Mac and other football related software packages;
- Strong presentation skills;
- Knowledge and understanding of Safeguarding, Welfare and Equality;
- Enhanced DBS clearance (must be obtained by the Club prior to employment);
- Full Driving Licence (preferably clean);
- Ability to work flexible hours as required and at short notice.

DESIRABLE
- Previous experience of coaching goalkeepers within the Youth Development Phase / Professional Development Phase of a professional club;
- Tutor/Teaching experience;
- Comprehensive understanding of EPPP and EPPP Audit Process.

CRIMINAL RECORD CHECK REQUIREMENT

This role requires a criminal records check (CRC) deemed suitable by the Club, at the following level:

Enhanced with barred list.

Where a role requires a CRC this must be obtained by the Club. The requirement of a CRC for this role is due to responsibilities relating to children under the age of 18 years and/or adults at risk of harm.
GENERAL STATEMENT

All employees of the Club must at all times carry out their responsibilities with due regards to all policies and procedures and in particular health and safety, confidentiality and data protection.

SAFEGUARDING & WELFARE STATEMENT

The Club is committed to the safeguarding and welfare of all children, young people and adults at risk of harm and requires all staff, volunteers and others associated with the Club to share and endorse this commitment.

If a role requires a CRC at Standard or Enhanced level (which may include checks against the Barred List), it is exempt from the Rehabilitation of Offenders Act (1974). Therefore all convictions, including all spent convictions that may not been subject to filtering by the disclosure should be declared on the documents provided as part of the recruitment process.

EQUALITY STATEMENT

The Club is also committed to equality and diversity and believes in equal opportunities for all. We require all staff, volunteers and others associated with the Club to share and endorse this commitment.

You are required to ensure a positive attitude towards equality and diversity at all times. You must ensure that you treat others fairly and with respect. Your behaviour must align to the principles of equality as outlined in the Clubs equality policy. You must not commit any form of direct or indirect discrimination, victimisation or harassment of any description and must promote positive working relationships between all internal and external stakeholders.

DECLARATION

I acknowledge receipt of this job description. I have read, understood and agreed the terms outlined above. I understand that I must adhere to the requirements of this role for the duration of my employment. I further acknowledge and understand that the requirements of this role will change and evolve over time and that I must adhere to the requirements of the role as they apply from time to time. I also acknowledge and agree that I may be issued with an alternative job description to reflect my role as it changes over the course of my employment.

Following an offer, and acceptance, of employment I acknowledge and agree that I may be added to one or many of the different software system providers that the Club uses (which may change from time to time) in order to administer my employment, to facilitate my role and my employee benefits and for the purposes of effective communications.

Employee Name: 
Signature: ___________________________ Date: ___________________________

LM Signature: ___________________________ Date: ___________________________

HOD Signature: ___________________________ Date: ___________________________

HR Signature: ___________________________ Date: ___________________________

WE ARE UNITED
BAME DECLARATION (EFL REGULATION) FOR ACADEMY BASED ROLES REQUIRING A UEFA A OR UEFA B LICENCE

The Club are proud to continue to support an English Football League (EFL) initiative to introduce positive action measures aimed at tackling the under-representation of coaches and managers from Black, Asian, Minority Ethnic (BAME) backgrounds. Regulations require clubs to shortlist at least one suitably qualified BAME candidate (where an application has been received and status under BAME regulations are declared) for all roles in Academy football that require an UEFA A or UEFA B licence.

UNDER-REPRESENTED GROUPS DECLARATION (CLUB INITIATIVE) FOR ACADEMY BASED ROLES REQUIRING A UEFA A OR UEFA B LICENCE

The Club have identified an under-representation of coaches and goalkeeping coaches who are female and/or disabled within the Academy setting. Although there are no regulations or requirements in this regard, the Club will short list at least one suitably qualified candidate (where an application has been received and status declared as female or disabled) for all roles in Academy football that require an UEFA A or UEFA B licence.