

**JOB TITLE**

Head of Emerging Talent

**DEPARTMENT**

Academy Recruitment

**RESPONSIBLE TO**

Head of Recruitment

**RESPONSIBLE FOR**

Technical line management of first team and emerging talent scouts

**JOB SUMMARY**

Provide expert, professional and technical leadership for team of global scouts. Develop and maintain strong relationships with Academy staff and the Loan Managers team to strategically identify and recruit the long term future talent for the first team. Foster a dynamic ethos within the team to identify, assess, align, communicate and close deals for future talents within the emerging talent recruitment department.

**ROLE RESPONSIBILITIES**

- Operate within the desired framework, profile, and methodology as set by the Club.
- Working with Emerging talent scouting element within the department to reflect on performance, producing challenging individual KPI's and group aims within an operational plan to lead, manage and appraise the emerging talent department aligned to the long term aims vision of the club.
- Analyse specifically assigned prospective target players through a variety of games at varying levels around the globe.
- Investigate and utilize new technology and the subsequent data gathered to implement efficient ways of identifying emerging talent.
- Have a data evidenced based opinion with recommendation of how this player fits into the near or long-term future of the club
- Identify new potential target players unrelated to data and to place the new target player into a dynamic workflow within the department.
- Work with the recruitment coordinator and operations manager to examine the reports and drive the tier lists decision making progress.
- Producing a specific football and business case dossier with attached video footage there will be an accountability to show a robust and rigorous process that has been followed to present the case to the Head of Recruitment.
- Enhance the decision making process by overseeing the quality control of produced reports, dossiers, and presentations (Video and PowerPoint/keynote).
- Develop and deliver presentations with confidence and clarity to engage and influence appropriate people within the process of recruitment.
- Produce a world class database of players
- In conjunction with the Head of Recruitment and key personnel at the Academy, innovate through change to develop and deliver a talent ID programme that is world class and aligned with the club's vision long term vision.
- Develop strong working relationships with the academy departments and loans department and other key stakeholders.
- Lead on all budgetary spends, working closely with the Head of Recruitment on a quarterly basis and the Scouting Coordinator and Recruitment Operations Manager daily management to keep within the budget whilst progressing the value of the department.



## MANAGEMENT RESPONSIBILITIES

- Ensure a fit for purpose, individual and departmental Continuous Professional Development programme is in place for all staff and that any DBS requirements are complied with.
- Act as a role model for our values and valued behaviours, leading your team to do the same and appropriately challenging behaviours that do not align to our values.
- In your capacity as a manager, ensure that you and your team(s) comply with all people management policies and processes and that these are applied fairly and consistently.

## ROLE REQUIREMENTS

- Perform duties with due regard to club policies and procedures and legislative requirements 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 relevant legislation and data protection legislation and/or general data protection regulations (GDPR) requirements;
- Undertake continuous professional development (CPD) training and/or additional training as identified or as required.

## QUALIFICATION & TRAINING

### Essential

- FA Level 3 Talent ID (or equivalent sporting qualification in Talent ID outside of England)
- Relevant degree level qualification or equivalent experience

### Desirable

- FA Level 4 Talent ID (or equivalent outside of England).

## KNOWLEDGE, SKILLS & EXPERIENCE

### Essential

- Expert knowledge of sports with regards to game models, playing styles and profiles of technical, tactical, physical, psychological traits within the potential targets.
- Sound knowledge of data insight and evidenced data led approach
- Able to maintain strict confidentiality of sensitive information at all times.
- Flexible approach to work.
- Expert level of understanding potential as well as performance of a football player/athlete
- A people person that excels in relationship building and maintains an exceptional professional network to enable recruitment
- Self-motivated and able to work autonomously
- A mentality that embraces change and deals with shifting of priorities in a composed and professional manner to meet deadlines.

### Desirable

- Extensive experience in leadership role including remote management



## KNOWLEDGE, SKILLS & EXPERIENCE CONT.

### Essential

- A growth mind-set that has an inquisitive nature to challenge and question in a respectful and professional manner
- Significant experience within an elite football/sport organisation with experience as a coach, analyst or scout coupled with evidence experience in a leadership role.
- Exceptional interpersonal and influencing skills
- Exceptional attention to detail and ability to present complex information in a coherent and credible manner.
- Data driven, technologically literate with proven ability to adapt to emerging technologies
- Good knowledge of MS Office and Apple tools
- Sound judgement and high level of empathy

### Desirable

## CRIMINAL RECORD CHECK REQUIREMENT

This role **does / does not** require a criminal records check (CRC) deemed suitable by the Club, **at the following level; enhanced with BLC. 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.** Where a role requires a CRC this must be obtained by the Club

## 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.

As part of this commitment, all staff are expected to undertake regular safeguarding and welfare related training and to ensure the environments in which they work remain safe at all times. This includes ensuring 'best practices' are adopted at all times and incidents or concerns are proactively reported. Safeguarding is considered everybody's responsibility.

## EQUALITY, DIVERSITY & INCLUSION STATEMENT

The Club is committed to equality, diversity and inclusion, encapsulated by the Club's brand United As One, and believes in equal opportunities for all. We expect that all staff, volunteers and others associated with the Club share and endorse this commitment in a positive manner. The club does not tolerate any form of direct or indirect discrimination, victimisation or harassment. Your behaviour must align to the principles of equality as outlined in the Clubs equality policy which can be found at [www.nufc.co.uk/UnitedAsOne](http://www.nufc.co.uk/UnitedAsOne).