



## VACANCY

### STEVENAGE FC WOMEN – 1<sup>ST</sup> TEAM MANAGER

Stevenage FC Women are recruiting an enthusiastic and motivated individual to lead the coaching team at Stevenage FC Women and be an integral part of the future growth and progress of the Women and Girls' pathway overseen by Stevenage FC Foundation.

POST DETAILS	
<b>Job Title:</b>	Stevenage FC Women First Team Manager
<b>Reporting To:</b>	Stevenage FC Women Chair, General Manager & Club Secretary
<b>Location:</b>	Stevenage FC Women train and play their home games at Hertfordshire FA Community Football Centre, Letchworth, SG6 2EN. Travel will be required for away matches.
<b>Hours</b>	Training – Tuesdays & Thursdays for 1.5 hours Matchdays – Sunday, KO usually 2pm. Some Tuesday night games, 7:45pm KO
<b>Salary:</b>	This role is voluntary. Expenses paid for away games where travel isn't provided.

### DUTIES & RESPONSIBILITIES

*Note: The duties and responsibilities attached to this post may vary from time to time without changing the general character of the duties or the level of responsibility entailed.*

We are looking for a voluntary First Team Manager to lead the Stevenage FC Women Coaching Team.

Duties will include:

- To manage all on and off field football activities for the Women's First Team, ensuring that all players and staff are provided with coaching and technical support to enable the team to compete and perform at the highest level.
- To ensure we have a competitive squad of players with a desire to succeed to their full potential, including being responsible for the recruitment and selection of players
- Oversee all coaching at training and lead the team on matchdays with the support of the coaching staff
- Provide support to the Development Squad to oversee the development of young players within the senior pathway
- Foster and create a strong team bond and performance culture within the team and wider workforce
- To work within an equal opportunities' framework
- To work with staff within the Stevenage FC Foundation to support the wider Women and Girls pathway
- To ensure clubs policies and standards are adhered to by all staff and players
- Represent the Club at relevant League Competition meetings where other representatives are not capable
- To be an advocate for best practice and to promote the messages of the Stevenage FC Foundation, Stevenage FC and other partners.

The successful candidate **MUST** hold a **UEFA B Licence**.

As part of your involvement with Stevenage FC Foundation the following benefits are available to staff:

- Stevenage FC staff kit provided
- Free ticket to every Stevenage FC men's home game
- From time to time access to bespoke CPD from our partners including Stevenage FC Academy, Premier League, English Football League Trust, The FA, Professional Footballers Association and other key partners



**STEVENAGE FC WOMEN**

Part of Stevenage FC Foundation - Registered Charity #1140006

The Lamex Stadium, Broadhall Way, Stevenage  
Hertfordshire, SG2 8RH





# STEVENAGE FOOTBALL CLUB

Stevenage FC Ltd  
The Lamex Stadium  
Stevenage  
Herts, SG2 8RH  
01438 223223

[www.stevenagefc.com](http://www.stevenagefc.com) | [www.borotickets.co.uk](http://www.borotickets.co.uk) | [info@stevenagefc.com](mailto:info@stevenagefc.com)

<b>PERSON SPECIFICATION</b>		
<b>Education/Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
UEFA B Licence	✓	
UEFA A Licence		✓
FA Licenced Coach	✓	
Current Safeguarding Certificate	✓	
Current First Aid Certificate	✓	
<b>Knowledge and Experience</b>	<b>Essential</b>	<b>Desirable</b>
A proven track record in a managerial football position, delivering strong performances and results through outstanding leadership	✓	
Experience of working with senior players in a coaching setting in Women's football		✓
Experience of working with outfield players	✓	
Experience of managing and developing players within a team setting	✓	
An understanding of safeguarding children regulations, and DBS requirements	✓	
<b>Skills and Competencies</b>	<b>Essential</b>	<b>Desirable</b>
Ability to represent Stevenage FC Women, Stevenage FC Foundation and Stevenage FC and communicate with all potential contacts whilst presenting a professional image	✓	
Ability to deliver effective and safe activities which consider individual needs.	✓	
Demonstrate excellent commitment to the ongoing development of Stevenage FC Women and the wider women & girls' pathway within Stevenage FC Foundation.	✓	
Flexibility to work outside of normal working hours e.g. evenings & weekends to meet the needs of Stevenage FC Women.	✓	
<b>Equality &amp; Inclusivity</b>	<b>Essential</b>	<b>Desirable</b>
Ability to work in a non-discriminatory manner, in accordance with the Stevenage FC Foundation's Equality & Diversity Policy.	✓	
<b>Other Qualities</b>	<b>Essential</b>	<b>Desirable</b>
Hold a full UK driving license and have access to own transport	✓	
Be willing to undertake an Enhanced Disclosure and Barring Service (DBS) check	✓	
Effective team player with the ability lead a team and ensure high quality work	✓	
Professional and approachable	✓	
Ability to work on own initiative and under pressure	✓	
A dynamic, hardworking and enthusiastic individual	✓	
Excellent communication and interpersonal skills	✓	
Proactive decision maker	✓	
Is receptive to feedback about own behaviour, strengths and areas for improvement	✓	
Displays a high level of confidentiality	✓	
Flexibility and willingness to learn	✓	

To apply for this job role, please send a CV and covering letter to [womenandgirls@stevenagefc.com](mailto:womenandgirls@stevenagefc.com)



## STEVENAGE FC WOMEN

Part of Stevenage FC Foundation - Registered Charity #1140006

The Lamex Stadium, Broadhall Way, Stevenage  
Hertfordshire, SG2 8RH

