



## Academy Part Time Coach Job Description

### Job Description

<b>Job Title</b>	<b>Stevenage FC Academy Coach</b>
<b>Department</b>	Academy/Pathway
<b>Reports to</b>	Head of Coaching/Pathway Manager
<b>Direct Reports</b>	Academy Manager
<b>Key Contacts</b>	<u>Internal</u> – Academy Players, Academy Manager, Head of Coaching, Lead Academy Coaching Staff, Part Time Coaching Staff, Lead Academy Physio, Lead S&C Coach, Head of Academy Recruitment, Academy Operations Manager. <u>External</u> – Parents.
<b>Budgetary Responsibilities</b>	N/A
<b>Location</b>	Across all sites; Shephalbury Sports Academy, The Sports Academy, Marriotts Sports Centre and Letchworth County Ground.
<b>Hours</b>	TBC
<b>Job Purpose</b>	The successful candidate will work closely with the Head of Coaching Phase leads and Pathway Manager working across both the Academy and the Pathway pyramid. Working within the framework of the syllabus and using our coaching vocabulary. The coach will plan, deliver, and evaluate coaching sessions via the PMA and work in a flexible manner for the betterment of the players.
<b>Remuneration</b>	Dependent on qualifications and experience.

### Role Responsibilities & Key Duties

<b>1</b>	Plan, record and deliver coaching sessions that follow the club philosophy and deliver the coaching syllabus for your respective age group
<b>2</b>	To record session plans and submit attendance accordingly for every session delivered within the 9-18 Academy Programme via the Performance Management Application (PMA)
<b>3</b>	To evaluate and cross reference learning objectives to the individual's outcomes
<b>4</b>	Ensure multidisciplinary communication is maintained for the benefit of your players
<b>5</b>	To submit all Academy and/or Pathway phase reviews every 6 and/or 12 weeks respectively
<b>6</b>	To submit all Academy Player Action plans every 12 weeks & attend/deliver at player/parent meetings in line with EPPP guidelines
<b>7</b>	To ensure the welfare and safeguarding of all players in your care at all times
<b>8</b>	To contribute to the recruitment & trial process of the programme if/when required
<b>9</b>	To be responsible for your age group on match day, including to plan, observe and provide feedback regarding individual player performance.
<b>10</b>	To attend all Academy/Pathway meetings where applicable and undertake appropriate CPD as per EFL and club rules
<b>11</b>	To complete any other duties as deemed reasonable by the Lead Phase Coach/Pathway Manager
<b>12</b>	To be an ambassador for the Stevenage FC 'Standards of Performance'



## Person Specification

Qualifications		Essential	Desirable
1	UEFA B licence outfield award	✓	
	FA Level 2 applicants for pathway only.	✓	
2	UEFA A license outfield award		✓
3	FA Youth Module 3 (assessed)	✓	
4	FA Advanced Youth Award		✓
5	Recognised First Aid Qualification (Emergency Aid)	✓	
6	FA Basic First Aid for Sport (BFAS) or FA Intermediate First Aid for Sport (IFAS)		✓
7	DBS check	✓	
8	PTLLS or other teaching qualification		✓
<b>Skills, Knowledge &amp; Experience</b>			
9	Extensive knowledge and experience of the role and the position	✓	
10	Experience working across academy age groups	✓	
11	Experience working with young professional players		✓
12	Understanding of the Elite Player Performance Plan (EPPP)		✓
13	Experience of scouting & talent identification processes and procedures		✓
14	IT skills; including the ability to use Performance Management Application (PMA) software and Microsoft Office (Excel, Word and Outlook)	✓	
15	Excellent interpersonal and communication skills	✓	
<b>Attitude/Behaviours</b>			
16	Ability to work under pressure and to tight deadlines	✓	
17	A genuine team player	✓	
18	A reliable individual	✓	
<b>Personal Qualities</b>			
19	Displays a high level of discretion	✓	
20	Personable with an ability to build individual relationships	✓	
21	Hardworking and enthusiastic	✓	
22	Empathetic to young players	✓	
23	Ability to adapt to changing circumstances	✓	
24	Loyal and committed	✓	