



Job Description and Person Specification

Job title	Referee Development Analyst
Reports to	Referee Development Officer
Salary Range	£2500

Job purpose(s)	
<p>Birmingham County FA is looking to appoint two Referee Development Analysts to aid the Referee Development Team in supporting the development of Match Officials and Development Workforce within the Referee Progression Pathway.</p> <p>Specifically, officials on the Men's Football Pathway and Women's Football Pyramid and officials who require BSL interpretations, from historically underrepresented groups and our officials where English is their second language (EAL).</p>	
Direct reports	N/A

Location	Remote with access to Birmingham County Football Association, Ray Hall Lane, Great Barr, Birmingham, B43 6JF
Working hours	200 hours across 43 weeks from 1 st August to 30 th May. Evening and weekend work will be required.
Contract type	Self Employed Contract until 1 st June 2024

Responsibilities
<ul style="list-style-type: none">• To lead in the filming of matches using Pixellot where required.• To live tag matches via VidSwap where required.• Upload matches and provide full match packages via Pixellot You and VidSwap Platforms.• To liaise with clubs to outline suitable arrangements for match days.• To create development packages to support Referees, Match Day Coaches and Observers.• To lead on the filming of County Cup Matches where required.• To collaborate with the RDO and Referee Development Group Co-Ordinator to effectively support the Training, Education and Development Group.• Support the effective implementation of FA's Filming Guidelines at matches.• Support the delivery of Face-to-Face Referee Development Workshops.• Collaborate with the Designated Safeguarding Officer in all matters involving under-18s and adults at risk within grassroots football.



Person specification	
Qualifications	
Essential <ul style="list-style-type: none"> A current university student in a sports related degree FA Safeguarding Children Qualification 	Desirable <ul style="list-style-type: none"> A Qualified Football Referee A FA Coaching Qualification
Knowledge, Skills, and experience	
Essential <ul style="list-style-type: none"> Excellent communication and organisation skills Time management Excellent IT Skills (Office 365) Experience in the football community and a passion for football. Knowledge of good people management practice. 	Desirable <ul style="list-style-type: none"> Ability to coach, develop and manage the performance of staff. Experience of monitoring and evaluation of programs. Experience using AI Cameras Experience Live Tagging Experience in Sports Science field (GPS, Performance Testing)
Key Relationships	
<ul style="list-style-type: none"> Referee Development Officer Referee Development Assistant (from September '23) Referee Development Group Co-Ordinator Observer Co-Ordinators Media & Content Officer 	
Enhanced DBS Check required?	YES
Clean, full driving Licence?	YES

The job holder will be expected to understand and work in accordance with the values and behaviours described below...	
BCFA value	Behaviours
• Supportive	• Team player
• Innovative	• Delivery focussed & results driven
• Inclusive	• Customer Excellence ethos
• Positive	• Pro-active with a cost-effective approach
	• Honest & Trustworthy
	• Resilient and determined
	• Decisive with a can do attitude
	• Excellent negotiator and influencer
	• Approachable and friendly
	• Engaging and supportive



Job description reviewed and modified by:	Keiran Forrest
Date job description reviewed and modified:	3 rd July 2023
Job description authorised by:	Luke Bowles
Budget Approved by:	Luke Bowles

Signed by job holder (on appointment):	
Full Name:	
Date signed:	

One copy to be retained by the job holder, one signed copy to be stored confidentially by the employer.

Further Information and Application Process:

As this role involves direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening process, which will include a Criminal Records Check to ensure their suitability for the role.

How To Apply

To apply for this position please submit your full CV to: Keiran.Forrest@birminghamfa.com

Closing date: Midnight, Wednesday, 12th July, 2023.

Interviews will be held Face to Face on Monday 24th July, 2023

Birmingham County FA is committed to equality of opportunity and welcomes applications from all sections of the community