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| **Job Title:** | **FA Women’s Football Apprentice** | **Reports To:** | **College Line manager and National Football Development Coordinator at AoC Sport** | **Duration:** | **6th August 2018 – 5th August 2019** |
| **Job Purpose:** | | | | | |
| * To grow the number of women and girls participating in football on a regular basis to improve education, employment and health outcomes for young people * To increase the number of females volunteering in football as organisers, coaches, referees, activators. * To engage more females from ethnic minority groups in regular football activity (as players and as volunteers) * To raise the positive profile of women’s football and the College Grassroots Hub in the local community | | | | | |
| **Jobs reporting into the job holder:** | | Volunteer Football Activators at the college | | | |

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| **Key Accountabilities:** | |
| * Plan, coordinate and deliver football participation and engagement programmes for women and girls in the college and community in line with the FA Gameplan for Growth – Women’s Football Strategy * Engage 100 new female players in regular football activity and 10 female leaders * Recruit volunteers to support delivery, with a focus on females and students from a minority ethnic background * Work with the County Football Association and local partners to align new activity to meet local area need * Contribute to a national network of Women’s Football Apprentices and engage in Learning & Development opportunities * Complete the Level 3 Apprenticeship training * Undertake administrative duties which support capturing insight; measuring impact; and evaluating services * Undertake continued professional development (e.g. FA Level 2 Coaching, FA mentoring adults) and goal setting, and commit to enhancing your employability skills * Be a spokesperson for women and girls’ football and act as a positive role model at all times when representing your college, AoC Sport and The FA * Undertake any other Women’s and Girls’ Football Development duties as may be reasonably required. | |
| **Enhanced FA CRC Required:** | Yes |

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| **Key Internal Relationships** | | **Key External Relationships** | |
| * Line manager * Tutor * Mentor * College students * Activators | * Sport Development Staff * College Head of Sport * College Senior Leadership Team | * National Football Development Coodinator (Women & Girls), AoC Sport * Local primary and secondary schools * County Football Association * Local Charter Standard Clubs, WSL and WPL clubs | * National Football Development Manager, AoC Sport * County FA Youth Council * Local partners * Local Universities and BUCS |

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| **Person Specification (Key Skills And Experience Required): Essential** | **Person Specification (Key Skills And Experience Required): Desirable** |
| * Passionate about creating opportunities for women and girls to engage in football * Motivated to learn and committed to their own personal development * Knowledge & understanding of the FE sector deriving from significant time spent studying within a sixth form/college * Approachable, empathetic and inclusive in their outlook * Strong leadership skills, looks to inspire others and support their development * Great team player but able to work independently efficiently * Good written and verbal communication, competent IT and social media skills and confident to speak in front of large groups * Hardworking and reliable, ability to take on responsibility effectively * Organised, adaptable and able to forward plan * Motivated to achieve and able to produce work of a high standard * GCSE Maths and English (minimum Grade C) or equivalent * FA Level 1 coaching award (or equivalent) and First aid qualification * Energy, commitment and enthusiasm to work evenings and weekends as required | * Able to present to different audiences and communicate messages with impact * Effective and innovative user of Social Media * Persuasive and powerful communicator, able to influence others * Able to facilitate group discussion * Technical knowledge of football and coaching * Understanding of sport/football development * Experience of mentoring * Knowledge of equality and diversity relating to sporting provision * Effective problem solving and decision-making skills * Basic understanding of The FA Women’s Strategy (The Gameplan for Growth) * Enthusiasm to develop women’s football specifically within the FE sector * 1-2 years spent studying within an FE context |

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