



The Wheelchair Football Association CIO

The WFA, c/o Nottinghamshire Football Association. Unit 6b Chetwynd Business Park, Chilwell, Nottingham. NG9 6RZ

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The Wheelchair Football Association (WFA) is looking to appoint a National Development Manager for a registered national charity.

The WFA was formed in 2005 to develop the sport of Powerchair Football in England. The WFA work in partnership with the Football Association as football's governing body. The WFA work with a wide range of partners in order to develop more clubs and playing opportunities. In April 2014 the WFA became a Charity Incorporated Organisation (CIO).

Our Vision:

Our vision is to build a professional and sustainable organisation in order to provide opportunities for people with a physical impairment to access Powerchair Football across England. We strive to promote, govern and develop the sport whilst maintaining our core organisational values.

Our Mission:

The WFA aim to ensure that Powerchair Football is accessible to the widest number of its target audience. We encourage and promote the sport of Powerchair Football with the object of improving conditions of life and to assist in their integration into the game of football and to society as a whole. We will achieve this by:

- Engaging with our members and their clubs to provide support, guidance and resources to create a sustainable network.
- Maintaining our player pathway to cater for all levels and engage with the Football Association elite player programme.
- Developing effective communication with our Membership.
- Effectively administering all Powerchair Football competitions throughout England.
- Creating a skilled workforce to support the game.

Our Values:

We will work to achieve our vision, by working to the following key values:

- The WFA endeavour to be professional and strive for the continuous development of powerchair football in England.
- Recruit staff who are hardworking, knowledgeable and passionate about the continual progression of Powerchair Football.
- Ensure we are open, honest and engage with our membership to ensure their voices are heard and their needs are met.
- We will encourage all individuals, irrespective of gender, disability, race, sexual orientation or age, to reach their full potential.
- Work in partnership with disability organisations to engage with the disabled community and promote Powerchair Football across England.

The WFA would like to hear from anyone who has the skills and experience described below.

If you wish to find out more about the role, please contact Steve Baxter, WFA Secretary via email to secretary@thewfa.org.uk

To apply please email you're C.V and covering letter explaining your suitability for the role to Ricky Stevenson, Notts FA Business Development Manager ricky.stevenson@nottinghamshirefa.com

Registered Charity Number: 1161260 | Web: www.thewfa.org.uk

Muscular Dystrophy UK
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WFA National Development Manager

Title: National Development Manager (Powerchair Football).

Salary: £27,000-£30,000 Full Time 37.5 hours per week (3 year fixed term contract Subject to Funding Confirmation).

Location: England (Nationwide), hosted by Nottinghamshire County FA in Nottingham.

Responsible To: The WFA Steering Group and WFA Executive Committee.

The Steering Group will include WFA Representative, a Nottinghamshire FA Representative, an FA representative, an “independent” project partner, and the WFA National Development Manager.

This group will oversee the post holders work programme.

Role Profile

Job Title:	National Development Manager (Powerchair Football)	Reports To:	WFA Chairperson
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Role Purpose:

Unite the game and inspire the nation through the strategic coordination of Powerchair football across England thereby sustaining and growing participation at a national level

To influence and support delivery of Powerchair football in accordance with the WFA strategy and Disability Workforce Fund (DWF) plans in order to support the achievement of all WFA DWF project KPI targets

Direct Reports: London Sports Development Officer,

Key Accountabilities:

- Work strategically to align current and future Powerchair football provision, ensuring an integrated approach across the County FA, Premier League and English Football League Trust Club networks, alongside key partners from across the disability, health, education and community & voluntary sectors
- Identify, manage and develop relationships with key partners to meet the objectives and targets of the WFA
- To oversee the implementation of the WFA Sports & Business Development Plan 2016-20.
- To oversee all aspects of the WFA Disability Workforce Fund project and its associated KPI targets including production and delivery of annual operational plans
- Monitor and evaluate the impact of the DWF programme, reporting progress to The FA and all other key project partners as required.
- Manage and administer the project budget and produce all required reports
- Support participation growth and retention across both the affiliated and recreational formats of Powerchair football by influencing and supporting the delivery of key partners
- Analyse and make use of national and local insight to design and deliver participant focused services that address priority





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areas for Powerchair football

- Design and deliver a programme of services to Powerchair clubs and leagues ensuring all adhere to the relevant FA regulations and guidelines
- Work with The FA to ensure that football systems such as Whole Game System meet the needs of Powerchair football
- Identify external funding and investment to aid the growth and retention of Powerchair football across England
- Ensure the workforce is adequate to develop Powerchair football and is supported and developed across coaches, referees, classifiers, volunteers and young leaders
- Deliver an annual England Talent Day in conjunction with The FA Disability Performance Unit
- Raise the profile of good news stories and the range of Powerchair football opportunities across the pathway
- Ensure safeguarding is taken into consideration in all decision making areas of activity that effect under 18s and adults at risk of harm
- Ensure compliance with WFAs health and safety policies
- Ensure that safeguarding is embedded throughout the WFA in accordance with safeguarding legislation, safeguarding policy, best practice guidance and education programmes that effect under 18s and adults at risk of harm
- Executes additional tasks as required in order to meet WFAs changing priorities.

Behaviours: Nottinghamshire CFA Host organisation

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|---|--|
| <ul style="list-style-type: none">• Progressive• Respectful• Inclusive• Determined• Excellent | <ul style="list-style-type: none">• Teamwork• Inspiration• Integrity• Reliability• Empathy |
|---|--|

Essential Skills:

Knowledge

- Knowledge and understanding of disability sport structures and development pathways at local, regional and national level
- Knowledge and understanding football / disability football structures and development pathways at local, regional and national level
- Knowledge of The FA's National Game Strategy
- Commitment to sports equality and knowledge of the barriers facing underrepresented groups
- Demonstrates a working understanding of inclusion, equality and anti- discrimination, safeguarding and best practice
- Knowledge of relevant funding agencies

Experience

- Minimum 2 years practical experience of Sports / Football Development

Desirable Skills:

Knowledge

- Educated to degree level
- Sports development / other relevant qualification
- Knowledge of the current structure of Powerchair Football in England.
- Knowledge of the service providers that support people with a disability both Nationally and within the County FA locality
- An understanding of the challenges associated with running disability football clubs and leagues
- A knowledge of coach and referee education

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- Interest and passion for disability football

Technical Skills

- Ability to work strategically with partner organisations across different sectors to plan and deliver football programmes and courses
- Project management skills and experience – to plan, set and achieve objectives within strict deadlines
- Report writing
- Excellent IT skills
- Excellent communication skills using traditional, modern and emerging media
- Experience of monitoring and evaluation of programmes and courses
- Budget / resource management
- Driving licence

Enhanced CRC Check Required:

YES

Clean Full Driving Licence:

YES

Created by:	<i>Ricky Stevenson</i>
Date Role Profile Created:	12/6/18
Signed by Role Holder:	R Stevenson

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