

## Job Description and Person Specification

<b>Job Title</b>	Disability Football Ambassador
<b>Reports to</b>	Georgia Hill (Football Development Officer)

<b>Job purpose(s)</b>	
Support 2 and 3-star England Accredited Clubs to apply the key learnings from the Disability for Clubs Training: Journey to Inclusion to create their own Disability Football Game Plan. Support the club to implement this Game Plan to provide more club-based opportunities for disabled people to play, coach and/or volunteer.	
<b>Direct reports</b>	N/A

<b>Location</b>	Home-based with travel across the county
<b>Working hours</b>	50 hours per contract. Hours of work will vary and may include evenings and weekends
<b>Contract type</b>	Casual Worker

<b>Responsibilities</b>	
<ul style="list-style-type: none"> <li>Attend the 'Disability Football Ambassador Training'; scheduled for March 2025.</li> <li>Engage with selected 2 and 3-star England Football Accredited clubs following their completion of the Disability Friendly Club Training, to support in the creation of a bespoke disability game plan which will outline new club-based opportunities for disabled people which may include new playing provisions, coaching opportunities, and/or volunteering roles.</li> <li>Drive engagement at every level of clubs to maximise and sustain these opportunities for disabled people.</li> <li>Support clubs to build and sustain relationships with relevant local partners such as charitable organisations, disability support groups, educational establishments, alongside other key partners to promote the new opportunities.</li> <li>Help clubs access relevant support including funding and coach development opportunities with support from the County FA.</li> <li>To collaborate with County FA staff, national FA staff, disability football coach mentors, external partners, and wider members of the grassroots delivery team workforce.</li> <li>Maintain records of the support being provided to grassroots clubs with the aim of providing clarity on work programmes, development opportunities and sharing of good practice.</li> <li>To contribute to the effective implementation of The FA's Safeguarding Operating Standard for County FAs.</li> <li>Collaborate with the Designated Safeguarding Officer in all matters involving under-18s and adults at risk within football development programmes.</li> </ul>	

<b>Person specification</b>	
<b>Experience</b>	
<b>Essential</b> <ul style="list-style-type: none"> <li>Can demonstrate a history of success in developing disability grassroots football opportunities.</li> <li>Experience of facilitating and engaging with volunteers.</li> <li>Experience of engaging with external partners and stakeholders.</li> </ul>	<b>Desirable</b> <ul style="list-style-type: none"> <li>Experience of volunteering within a grassroots football club as a Committee Member.</li> <li>Experience of mentoring others.</li> <li>Experience of accessing external funding.</li> </ul>
<b>Knowledge, skills, and behaviours</b>	

<b>Essential</b> <ul style="list-style-type: none"> <li>• Ability to build trust and develop effective working relationships within England Football Accredited Clubs.</li> <li>• Ability to deliver practical support sessions to a range of club Volunteers.</li> <li>• Understanding of how an England Football Accredited Club operates.</li> <li>• An advocate for disability football with an understanding of the challenges and barriers that both players and volunteers can face.</li> <li>• Commitment to attend additional training provided as part of this programme.</li> <li>• Proficient IT skills in Microsoft Office with experience in organising and leading virtual meetings.</li> <li>• Flexible in approach with willingness to work evenings and weekends, as well as travel across the County.</li> </ul>	<b>Desirable</b> <ul style="list-style-type: none"> <li>• Knowledge of The FA’s Gameplan for Disability Football; Football Your Way.</li> <li>• Knowledge of the England Football Accreditation Framework.</li> <li>• Knowledge of existing support measures available to England Football Accredited Clubs.</li> </ul>
<b>Enhanced DBS Check required?</b>	Yes
<b>Clean, full driving licence?</b>	Yes

<b>The job holder will be expected to understand and work in accordance with the values and behaviours described below</b>	
<b>FA value</b>	<b>Behaviours</b>
PROGRESSIVE	<b>Embraces new thinking in pursuit of continuous improvement:</b> <ul style="list-style-type: none"> <li>• Identifies the need for, and actions change in direction, practice, policy, or procedure.</li> <li>• Questions the way things are done and takes informed risks.</li> <li>• Continuously seeks to improve efficiency and performance.</li> </ul>
RESPECTFUL	<b>Sets the standards for respectful behaviour across the game:</b> <ul style="list-style-type: none"> <li>• Maintains people’s self-esteem when interacting with them.</li> <li>• Avoids pre-judgement when listening to suggestions from others.</li> <li>• Seizes the opportunity to apply FA standards at all times.</li> </ul>
INCLUSIVE	<b>Champions and ensures that football is, and will remain, a game for everyone:</b> <ul style="list-style-type: none"> <li>• Openly collaborates with colleagues and partners in the game</li> <li>• Provides equal opportunity to people of different backgrounds, experience and perspective</li> <li>• Seeks out and embraces new ways of thinking and working.</li> </ul>
DETERMINED	<b>Tenacious and accountable. Serving the whole game and doing the right thing:</b> <ul style="list-style-type: none"> <li>• Works relentlessly to overcome roadblocks or obstacles to achieve the goal.</li> <li>• Remains focused on seeing agreed goals through to completion taking pride in their work.</li> <li>• Maintains motivation for their team and themselves.</li> </ul>
EXCELLENT	<b>The very best outcome achieved by sustained excellence in performance:</b> <ul style="list-style-type: none"> <li>• Seeks to achieve the highest levels of performance at all times.</li> <li>• Persistent to achieve a standard that others consider impossible.</li> <li>• Challenges others to go further and achieve more.</li> </ul>



Oxfordshire FA



<b>Job description reviewed and modified by:</b>	Georgia Hill (Football Development Officer)
<b>Date job description reviewed and modified:</b>	25.04.2024
<b>Job description authorised by:</b>	Michael Thurlow (Football Development Manager)

<b>Signed by job holder (on appointment):</b>	
<b>Date signed:</b>	

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