**Inclusive Schools League Volunteer Information Pack**

Thank you for showing an interest in volunteering with Surrey FA, in particular in helping to co-ordinate the Surrey FA Inclusive Schools League. This pack will provide you with the further information you will need to complete an application and get volunteering here in Surrey. The pack includes specific job profiles, FAQ’s and a list of the key dates you will need to know.

The Inclusive Schools League was set up in October 2017 in partnership with the Surrey Special Schools Sports Association and Metropolitan Police Youth FC to give children in non-mainstream schools across Surrey the opportunity to play football in a regular, organised competition. The league has grown from 40 teams in 2017/18 to 60 teams this season, and has received excellent feedback so far from teachers, players and referees.

The league runs at Goals Wimbledon once every half term from 12pm-2pm, with KS4 and girls teams playing on Wednesdays, and KS3 teams playing on Thursdays. Each age group has 3 divisions: Premiership (high ability); Championship (good ability) and League (lower ability). Games are played on a round robin basis and scores are input into Full Time to accumulate into a league table over the season. Dates for the remainder of the season are: 16th and 17th January; 6th and 7th March; 24th and 25th April; 5th and 6th June.

The volunteer co-ordinator role will be primarily to support delivery on match days, supporting with some admin, and with a view to fully co-ordinate the league next season, assisted by another volunteer co-ordinator.

Please take some time to read through the volunteer information pack and if you wish to discuss this role in further detail please contact Tamsyn.Woodman@surreyfa.com or call 01372 384749.

If you are interested in applying please complete the attached application form and return to [Tamsyn.Woodman@SurreyFA.com](mailto:Tamsyn.Woodman@SurreyFA.com) by 12pm on Friday 14th December.

Thank you again for your interest.

Kind regards,

Tamsyn Woodman

Football Development Officer (Disability and Inclusion)

I**nclusive Schools League Co-ordinator**

Key responsibilities:

* Provide support on match days to the lead deliverer- coordinating teams and referees, making sure the event runs smoothly and to time.
* Support with administration of the league as necessary, such as collecting Team Sheets and feedback forms.
* Represent Surrey FA and act as an ambassador for its key values of Excellence, Inclusion and Innovation.

Person specification:

* Experience working with children with disabilities
* Experience in delivering football events or tournaments
* Excellent communication and organisational skills
* Commitment to all of the times and dates that the league runs on (detailed above)
* Hold an FA CRC and FA Safeguarding and Protecting Children certificate (or willing to undertake training and complete an FA CRC)

**Volunteering FAQ’s**

**Will I get paid?**

Remuneration for supporting the league will be paid at £30 per tournament day to cover any expenses.

**What is the commitment?**

You will need to commit to all of the dates on the previous page, from 11.30am- 2pm on each day.

**Do I get any kit?**

No.

**Will I have to undertake an interview?**

There will be an interview process, details of which will be sent to you.

**How do I get involved?**

Email [Tamsyn.Woodman@SurreyFA.com](mailto:Tamsyn.Woodman@SurreyFA.com) or call 01372 384749 for further information or to apply please complete the application form and return to [Tamsyn.Woodman@SurreyFA.com](mailto:Tamsyn.Woodman@SurreyFA.com)