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## Job Description and Person Specification

<b>Job title</b>	Equal Game Ambassador – Women’s Football
<b>Reports to</b>	Samantha Brown, Football Development Officer

<b>Job purpose(s)</b>	
Support grassroots football clubs to apply their learnings from the Equal Game Training and build their own Equal Game Action Plan; creating more accessible opportunities for women to participate in football.	
<b>Direct reports</b>	N/A

<b>Location</b>	Remote - London and Home Counties
<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 ‘Train the Trainer’ course on Monday 9<sup>th</sup> October 2023 in the Midlands (venue TBC).</li> <li>Work with County FA Leads to collaboratively deliver the local Equal Game Training</li> <li>Work with England Football Accredited clubs following their completion of the Equal Game Training to support in the creation of a bespoke female football game plan. This outlines new club-based opportunities for females which may include new playing provisions, coaching development, volunteering roles, and creating safe environments.</li> <li>Support with engagement at every level of the club to maximise and sustain opportunities for female players.</li> <li>Signpost and help clubs access relevant support including funding and coach development opportunities via the County FA, and FA Women &amp; Girls Coach Development network.</li> <li>Support clubs to build and sustain relationships with relevant local partners such as charitable organisations, educational establishments, alongside other key partners to promote the new opportunities.</li> <li>Collaborate with County FA staff, national FA staff, FA Women &amp; Girls Coach Mentors, FA Women &amp; Girls Community Champions, 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>Contribute to ensuring that safeguarding and equality are embedded throughout the Amateur Football Alliance and grassroots football.</li> </ul>	

<b>Person specification</b>	
<b>Experience</b>	
<b>Essential</b> <ul style="list-style-type: none"> <li>Can demonstrate success in developing female grassroots football opportunities and/or an experienced sports development professional.</li> <li>Experience of facilitating and engaging with volunteers and external 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>	



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<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Ability to build trust and develop effective working relationships.</li> <li>• Ability to deliver practical support sessions to a range of volunteers.</li> <li>• Understanding of how grassroots clubs can operate.</li> <li>• An advocate for female 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>• Flexible in approach with willingness to work evenings and weekends, as well as travel across the County.</li> <li>• IT proficient- confident with setting up and actively taking part in online meetings.</li> <li>• Ability to work independently and as part of a team.</li> <li>• Excellent time management and prioritisation skills.</li> <li>• Outstanding communication and presentation skills, alongside exceptional customer service.</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Knowledge of The FA’s strategy for Women &amp; Girls Football: Inspiring Positive Change.</li> <li>• Knowledge of the England Football Accreditation framework and the existing support and resources available to Accredited clubs.</li> </ul>
<p><b>Enhanced DBS Check required?</b></p>	<p>YES</p>
<p><b>Clean, full driving licence?</b></p>	<p>YES</p>

<p><b>The job holder will be expected to understand and work in accordance with the values and behaviours described below.</b></p>	
<p><b>Amateur FA value</b></p>	<p><b>Behaviours</b></p>
<p>We Deliver</p>	<p><b>The very best outcome achieved by sustained excellence in performance:</b></p> <ul style="list-style-type: none"> <li>• Seeks to always achieve the highest levels of performance.</li> <li>• Can be persistent to achieve a standard that others consider impossible.</li> <li>• Challenges others to go further and achieve more.</li> </ul>
<p>We are Always Respectful</p>	<p><b>Sets the standards for respectful behaviour across the game:</b></p> <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 always apply Amateur FA standards.</li> </ul>
<p>We are a Team</p>	<p><b>Tenacious and accountable. Serving the whole game and doing the right thing:</b></p> <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>

<p><b>Job description reviewed and modified by:</b></p>	<p>Samantha Brown, Football Development Officer</p>
<p><b>Date job description reviewed and modified:</b></p>	<p>18/10/2022</p>
<p><b>Job description authorised by:</b></p>	<p>James Tierney, Football Development Manager</p>

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

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