



Role Profile

Job Title:	Football Development Officer (South)		
Reports To:	Football Development Manager	Jobs Reporting into the Job Holder:	None

1. Job Purpose

To support the delivery of the National Game Strategy in the CFA in partnership with key stakeholders in the South of Bedfordshire.

2. Principal Accountabilities/Responsibilities

Sustain and Increase Participation

- Develop programmes to sustain and increase the player/team base of mini-soccer, youth and 11 v 11 male and female teams.
- Lead on recreational football activities to increase participation and offer to a wider audience.
- Develop positive intervention to raise awareness and increase participation for women's and girls, disability and under-represented groups.
- Analyse teams, leagues and participation data to increase capacity in gaps or potential growth areas in provision
- Develop and support leagues in order to provide the most appropriate club competition structure within Bedfordshire.
- Support and build links between schools, colleges, universities and FA Charter Standard Clubs.
- Deliver a clubs services programme providing a range of training and support services.
- Support and promote the development of intra school football helping SSP's to develop annual competition plans and School Games delivery.
- Offer support to create links between school and clubs to develop opportunities for increased participation in grassroots clubs.
- Support the ESFA through Bedfordshire Schools FA, AoC and BUCS to run high quality flexible competitions within education.
- Source additional investment that will support/compliment the objectives relating to sustaining and growing the game within Bedfordshire.
- Support the development of Just Play Centres in accordance with Sport England targets.

Raise Standards and improve behaviour

- Deliver the FA Charter Standard Programme including the support of the annual health check process and development plans.
- Implement the Charter Standard League Programme and ensuring league development plans deliver against the NGS.
- Develop a network of high quality FA CS Community Clubs that provide a complete player pathway for the local community.
- Support the implementation of the Respect programme.
- Contribute to the County FA delivery of an effective safeguarding plan, including the Safeguarding Operating Standard
- Work with the County Welfare Officer to ensure Clubs and Leagues are briefed and are adhering to Child Welfare legislation and principles.

Player Development

- Support, resource and monitor the player pathways for male, female, players with a disability and futsal teams whilst strengthening the pathway by investing in appropriate competition structures, clubs and coaches.
- Work with Luton Town Community Trust to develop local club links and the Premier League Girls (11-16 year olds) and Primary Stars (5-11 year olds) programmes.
- Support the Girls' Advanced Coaching Centre and Ability Counts League programme within Bedfordshire.
- Implement programmes to assist players from under represented groups to progress through the player pathway.

Running the game effectively:

- Support the development of the County plan and delivery plans.
- Create and maintain strong working relationships with organisations such as Team Beds & Luton and Luton Sports Network to benefit clubs.
- Support the Implementation of the performance framework that will support the delivery of the County plan.
- Support the effective management of affiliation data through the Whole Game System.

The Football Workforce

- Plan and deliver the coach education programme to meet the demand of the volunteers in conjunction with the County Coach Developer.
- Recruiting and facilitating the Coach Development Group and seasonal events including CPD for Level 1, 2 and 3 coaches.
- Support and implement The FA Coach Mentor scheme across Bedfordshire in conjunction with the FA Regional Coach Mentor.
- Develop and invest in young leaders and volunteers through the Football Futures Programme with links to the Beds FA Youth Council.
- Support the recruitment, retention and development of volunteers to support the growth of clubs and leagues.

Better Training & Playing Facilities

- Provide relevant advice to clubs, leagues and partners to ensure that facilities are retained, improved and enhanced.
- Build in provision to utilise Football Foundation funded facilities to meet football development plan outcomes and attending steering group meetings.

Marketing PR and Communications:

- Support grass roots clubs to promote the game.
- Support the delivery of targeted FA campaigns.
- Positively raise the profile and the perception of the CFA in leading and developing grass roots football.
- Utilise data and good practice examples to positively promote the game with/through partners and social media outlets.
- Creating excellent relationships across Bedfordshire involving local authorities and partners/stakeholders.

3. Knowledge/Experience/Technical Skills/Behaviours	
a) Knowledge/Experience/Technical Skills	
<p style="text-align: center;">Essential:-</p> <ul style="list-style-type: none"> ▪ Graduate/ Graduate calibre ▪ Experience of Sports / Football Development ▪ Ability to work strategically with partner organisations to deliver Football Development objectives ▪ Developing goal setting/strategic delivery plans ▪ Monitoring and evaluation ▪ Demonstration of equality in action ▪ Driving licence ▪ Competent IT skills – Microsoft Office, internet, PowerPoint ▪ Project management skills ▪ Budget management skills ▪ Report writing 	<p style="text-align: center;">Desirable:-</p> <ul style="list-style-type: none"> ▪ Knowledge of the structure and organisations within football both Nationally and within CFA locality ▪ Knowledge of partner organisations within the CFA locality
b) Behaviours – as defined in County Football Association Competency Model	
<ul style="list-style-type: none"> • Integrity: We strive to be professional in all we do, and are fair, honest, reliable and accountable • Passionate: We are committed, hard-working and enthusiastic in delivering football opportunities, for all the enjoyment and benefits it brings for participants. • Respectful: We work collaboratively, with empathy and humility, driving equality and diversity to develop football for all and ensure all those who wish to be involved are supported & encouraged • Customer and Community Focused: We are committed to developing our services based on the needs of our community and individual customers • Continuous Improvement: We are innovative and creative in seeking to deliver high quality services reviewing our work, to improve existing and explore new ways of delivering football 	<ul style="list-style-type: none"> • Customer Excellence • Leadership
<u>Further Information</u>	
<p>Will the job-holder have direct access to young persons under the age of 18, within the context of the job or any subsequent related activities or responsibilities? YES</p>	

Where the answer to the above question is **YES** the following wording will be included in any advertisement

“As this role involves direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening process, which will include an Enhanced Criminal Records Check, to ensure their suitability for the role”