

## Job Description and Person Specification

<b>Job title</b>	Disability Football Ambassador
<b>Reports to</b>	Luke Bowles

<b>Job purpose(s)</b>	
Support 2 and 3-star England Accredited Clubs to apply the key learnings from the Disability Club Training 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>	Birmingham County FA, Ray Hall Lane, Great Barr. B43 6JF (Remote hybrid working)
<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 February 2023.</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> </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>

Knowledge, skills, and behaviours	
<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: including Business use car insurance

<b>Job description reviewed and modified by:</b>	Luke Bowles (Football Development Manager)
<b>Date job description reviewed and modified:</b>	21/12/2022
<b>Job description authorised by:</b>	Luke Bowles (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.