

Job Description and Person Specification

Job title	Equal Game Ambassador – Women & Girls Football
Reports to	Vicky Mitchell W&G FDO

Job purpose(s)	
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 and girls.	
Direct reports	N/A

Location	Birmingham County FA , Ray Hall Lane, Birmingham. (Office) Remote working (home based)
Working hours	50 hours per contract. Hours of work will vary and may include evenings and weekends
Contract type	Casual Worker

Responsibilities	
<ul style="list-style-type: none"> Attend the 'Train the Trainer course dates; 5th November 2024 Online and Jan TBC by the FA Face to face. Work with County FA Leads to collaboratively deliver the local 'Equal Game' Training 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 female players which may include new playing provisions, coaching development, volunteering roles, and creating safe environments. Support with engagement at every level of the club to maximise and sustain these opportunities for female players. Signpost and help clubs access relevant support including funding and coach development opportunities via the County FA, and FA Women & Girls Coach Development network. 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. Collaborate with County FA staff, national FA staff, FA Women & Girls Coach Mentors, FA Women & Girls Community Champions, external partners, and wider members of the grassroots delivery team workforce. 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. 	

Person specification	
Experience	
Essential <ul style="list-style-type: none"> Can demonstrate a history of success in developing female grassroots football opportunities and/or an experienced sports development professional. Experience of facilitating and engaging with volunteers. Experience of engaging with external partners and stakeholders. 	Desirable <ul style="list-style-type: none"> Experience of volunteering within a grassroots football club as a Committee Member. Experience of mentoring others. Experience of accessing external funding.

Knowledge, skills and behaviours	
Essential <ul style="list-style-type: none"> Ability to build trust and develop effective working relationships within England Football Accredited Clubs. Ability to deliver practical support sessions to a range of club Volunteers. Understanding of how an England Football Accredited Club operates. An advocate for female football with an understanding of the challenges and barriers that both players and volunteers can face. Commitment to attend additional training provided as part of this programme. Flexible in approach with willingness to work evenings and weekends, as well as travel across the County. IT proficient- confident with setting up and actively taking part in online meetings. 	Desirable <ul style="list-style-type: none"> Knowledge of The FA's strategy for Women & Girls Football; Inspiring Positive Change. Knowledge of the England Football Accreditation Framework and the existing support and resources available to Accredited Clubs.
Enhanced DBS Check required?	Yes
Clean, full driving licence?	Yes

The job holder will be expected to understand and work in accordance with the values and behaviours described below	
BCFA values	Behaviours
SUPPORTIVE	<ul style="list-style-type: none"> We work together in an engaging and collaborative way
INNOVATIVE	<ul style="list-style-type: none"> We aspire to work in a creative environment
INCLUSION	<ul style="list-style-type: none"> We are an open and transparent organisation
POSITIVE	<ul style="list-style-type: none"> We bring energy and enthusiasm to all aspects of our roles

Job description reviewed and modified by:	Vicky Mitchell
Date job description reviewed and modified:	Vicky Mitchell
Job description authorised by:	Rachael Mitchell-Blunt

Signed by job holder (on appointment):	
Date signed:	

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