

APPLICATION PACK

EQUAL GAME AMBASSADOR
WOMEN & GIRLS FOOTBALL



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Who are the Devon FA?

Devon County Football Association is the governing body for football in Devon.

We continue to support our footballing community, whilst negotiating the Covid-19 pandemic, and drive forward with our vision to Enhance Lives through Football in Devon, as part of our role to Unite and serve Devon football to provide an inclusive and enjoyable experience for all.

We operate within a high performing organisation and, being in the first year of our latest 3-year strategy, this is an exciting time to join the team behind football in Devon.

[Click here to view our 3-year strategy.](#)

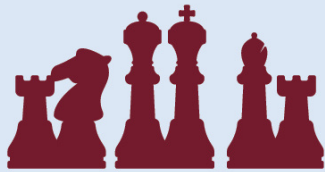


DEVON COUNTY FA

STRATEGY 2021 – 2024



OUR VISION - ENHANCING LIVES THROUGH FOOTBALL IN DEVON



OUR ROLE - UNITE & SERVE DEVON FOOTBALL TO PROVIDE AN INCLUSIVE & ENJOYABLE EXPERIENCE FOR ALL

WHAT DO WE WANT TO DO?

ENSURE DEVON FA IS SAFE, INCLUSIVE AND DIVERSE

DEVELOP A SUSTAINABLE AND FINANCIALLY SECURE CFA TO SUPPORT FOOTBALL IN DEVON

RESTART FOOTBALL FOLLOWING THE PANDEMIC, SUSTAIN AND INCREASE PARTICIPATION FOR ALL FORMATS

RETAIN, ENHANCE AND DEVELOP NEW FACILITIES IN DEVON

INCREASE & DEVELOP THE WORKFORCE SUPPORTING DEVON FOOTBALL

IMPROVE THE IMAGE OF DEVON FA AND IT'S IMPACT/ AND SUPPORT FOR ALL FOOTBALL IN DEVON

HOW ARE WE GOING TO DO IT?

ACHIEVE THE FOUNDATION STANDARD IN 2021 AND PRELIMINARY EQUALITY STANDARD IN 2022

DEVELOP AND DELIVER AN EQUALITY ACTION PLAN

CREATE A HEALTH AND WELL-BEING STRATEGY TO SUPPORT FOOTBALL PARTICIPANTS

MEET THE FA SAFEGUARDING OPERATION STANDARD ANNUALLY

ACHIEVE CODE OF GOVERNANCE BY THE 2023/24 SEASON

REINVEST A MINIMUM OF £240,000 INTO FOOTBALL IN DEVON ACROSS THE STRATEGY

DEVELOP A "WHAT IF" COMMITTEE THAT SUPPORTS FOOTBALL AT RISK

SUPPORT THE RETURN OF THE DEVON ABILITY COUNTS LEAGUE AND THEIR CLUBS

DEVELOPMENT OF A CLUB RETENTION PROGRAMME WITH A FOCUS ON THE ADULT MALE 11V11 GAME

1000 NEW FEMALES INVOLVED IN FOOTBALL

80% OF OUR LEAGUES IN DEVON TO BE AWARDED ENGLAND FOOTBALL ACCREDITATION

100 IMPROVED GRASS PITCHES

DEVELOP THREE NEW 3G FACILITIES IN DEVON

DEVELOP A DEVON SPECIFIC GROUNDSPERSON ASSOCIATION TO PROVIDE EDUCATION AND SITE SUPPORT

DEVELOP A TRAINING PROGRAMME AND TECHNOLOGY SURGERY OPEN TO ALL VOLUNTEERS

DEVELOP A NEW DEVON FA COACHES ACADEMY

ENHANCE THE REFEREE DEVELOPMENT AND RETENTION PROGRAMME

DEVELOP A FOCUS GROUP THAT ENHANCES THE IMAGE AND DEVELOPS COMMUNICATION CHANNELS OF THE CFA

DEVELOP A TRANSPARENT YOUTH ENGAGEMENT STRATEGY FOR ANYONE INVOLVED IN FOOTBALL UNDER AGE OF 18

DOUBLE OUR SOCIAL MEDIA REACH ACROSS ALL FORMATS (17,500 FOLLOWERS)

PHYSICAL HEALTH

MENTAL HEALTH

COMMUNITY ENGAGEMENT

INVESTMENT GROWTH

HEALTH & WELLBEING

DEVELOP A STRONGER WORKFORCE

WORK IN COLLABORATION

THINK OUTSIDE THE BOX

LOCAL PLACED INTERVENTION & PLANNING

OUR VALUES

The Role



Devon FA is looking for an enthusiastic and experienced individual(s) with a passion for grassroots football to join the team.

The successful candidate will be responsible for 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.

The role will involve supporting 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.

Role Title	Equal Game Ambassador - Women & Girls Football
Reports To	Development Officer - Youth & Adult Female
Location	Devon FA HQ, Coach Road, Newton Abbot, Devon, TQ12 1EJ
Working Hours	50 hours per contract, may include evenings & weekends
Salary	£25 per hour



What are we looking for?

Someone with a demonstrated history and understanding of the grassroots football network, and the ability to build trust and develop effective working relationships with Club Committees.

They will need to be an advocate for female football with an understanding of the challenges and barriers that both players and volunteers can face.

What can we offer?

- Access to high-quality training, networking and personal development opportunities
- A varied and exciting working life, where you'll learn about all aspects of grassroots football
- Holiday entitlement
- Other benefits

Key Accountabilities

- Engage with selected England Football Accredited clubs following their completion of the 'Equal Game Training'
- Signpost and help clubs access relevant support
- Support clubs to build and sustain relationships with relevant local partners
- Collaborate with County FA staff, national FA staff, and other grassroots football stakeholders
- Maintain records of the support being provided to grassroots club

Job Description and Person Specification

Job Title	Equal Game Ambassador - Women & Girls Football
Reports to	Football Development Officer - Women & Girls

Job Purpose

- 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

Location	Devon County FA, Coach Road, Newton Abbot, TQ12 1EJ
Hours	50 hours, casual contract
Closing Date	Friday 4th November 2022

Job Description and Person Specification

Responsibilities

- Attend one of the 'Train the Trainer course dates; Tuesday 29th November @ West Riding FA, Wednesday 30th November @ Leicestershire FA or Tuesday 6th December @ Berks & Bucks FA
- 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

Job Description and Person Specification

Person Specification	
Knowledge, Skills & Behaviours	
<div>Essential</div> <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	<div>Desirable</div> <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

Job Description and Person Specification

Experience	
<p>Essential</p> <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	<p>Desirable</p> <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
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:

FA Value	Behaviours
PROGRESSIVE	Embraces new thinking in pursuit of continuous improvement: <ul style="list-style-type: none">• Identifies the need for, and actions change in direction, practice, policy or procedure• Questions the way things are done and takes informed risks• Continuously seeks to improve efficiency and performance
RESPECTFUL	Sets the standards for respectful behaviour across the game: <ul style="list-style-type: none">• Maintains people's self-esteem when interacting with them• Avoids pre-judgement when listening to suggestions from others• Seizes the opportunity to apply FA standards at all times
INCLUSIVE	Champions and ensures that football is, and will remain, a game for everyone: <ul style="list-style-type: none">• Openly collaborates with colleagues and partners in the game• Provides equal opportunity to people of different backgrounds, experience and perspective• Seeks out and embraces new ways of thinking and working
DETERMINED	Tenacious and accountable. Serving the whole game and doing the right thing: <ul style="list-style-type: none">• Works relentlessly to overcome roadblocks or obstacles to achieve the goal• Remains focused on seeing agreed goals through to completion taking pride in their work• Maintains motivation for their team and themselves
EXCELLENT	The very best outcome achieved by sustained excellence in performance: <ul style="list-style-type: none">• Seeks to achieve the highest levels of performance at all times• Persistent to achieve a standard that others consider impossible• Challenges others to go further and achieve more

Safeguarding

Devon FA is committed to safeguarding children and adults at risk. Due to the nature of this role, the successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check through The FA DBS process.

The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and the information provided.

Equality & Diversity

Devon FA promotes inclusion and diversity and welcomes applications from everyone. If you have any requirements in relation to the recruitment or interview process, please include details on the application form.

The form can be completed [here](#).



Application & Selection Process

Complete the Application Form and Equality and Diversity Monitoring Form and return to Devon FA no later than 5pm on Friday 4th November 2022.

Applications received after deadline will only be considered in exceptional circumstances e.g. proof of posting indicates undue delay through no fault of the applicant.

Receipt of applications will not be acknowledged.

Shortlisted applicants will be contacted by 8th November 2022 to arrange a mutually convenient interview time.

Interviews will be held on in the week commencing 14th November 2022, with time slots available to meet the needs of the applicant.

If required, second interviews may be held in order to determine the most suitable candidate for the role.

Application Documents

- Job Description and Person Specification
- Application Form
- Equality and Diversity Monitoring Form

Contact

If you have any questions about the role, please contact Matt Hodgson, Development Officer for Youth & Adult female for an informal discussion.

Email - matthew.hodgson@devonfa.com / Call - 01626 325919

