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## Job Description and Person Specification

<b>Job title</b>	Equal Game Ambassador – Women & Girls Football
<b>Reports to</b>	Chris Johnson (Participation and Communications 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 and girls.	
<b>Direct reports</b>	N/A

<b>Location</b>	East Riding FA, The Roy West Centre, 200 Inglemire Lane, Hull HU6 7TS or additional travel to other locations
<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 online 'Train the Trainer' course.</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 female players 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 these 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> </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 female grassroots football opportunities and/or an experienced sports development professional.</li> <li>Experience of facilitating and engaging with volunteers.</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> </ul>



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<ul style="list-style-type: none"> <li>Attend the online 'Train the Trainer' course.</li> <li>Experience of engaging with external partners and stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of accessing external funding.</li> </ul>
<b>Knowledge, skills and behaviours</b>	
<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 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> </ul>	<b>Desirable</b> <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> <li>Complete Safeguarding Childrens and Adults courses (must be completed as part of induction prior to any delivery).</li> </ul>
<b>Enhanced DBS Check required?</b>	YES
<b>Clean, full driving licence?</b>	YES

<b>The job holder will be expected to understand and work in accordance with the values and behaviours described below.</b>	
<b>FA and ERCFA value</b>	<b>Behaviours</b>
PROGRESSIVE	<b>Embraces new thinking in pursuit of continuous improvement:</b> <ul style="list-style-type: none"> <li>Identifies the need for, and actions change in direction, practice, policy or procedure.</li> <li>Questions the way things are done and takes informed risks.</li> <li>Continuously seeks to improve efficiency and performance.</li> </ul>
RESPECTFUL	<b>Sets the standards for respectful behaviour across the game:</b> <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 apply FA standards at all times.</li> </ul>
INCLUSIVE	<b>Champions and ensures that football is, and will remain, a game for everyone:</b> <ul style="list-style-type: none"> <li>Openly collaborates with colleagues and partners in the game</li> <li>Provides equal opportunity to people of different backgrounds, experience and perspective</li> <li>Seeks out and embraces new ways of thinking and working.</li> </ul>
DETERMINED	<b>Tenacious and accountable. Serving the whole game and doing the right thing:</b> <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>
EXCELLENT	<b>The very best outcome achieved by sustained excellence in performance:</b>



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	<ul style="list-style-type: none"><li>• Seeks to achieve the highest levels of performance at all times.</li><li>• Persistent to achieve a standard that others consider impossible.</li><li>• Challenges others to go further and achieve more.</li></ul>
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<b>Job description reviewed and modified by:</b>	Rachel Sullivan (Football Development Manager)
<b>Date job description reviewed and modified:</b>	3 November 2023
<b>Job description authorised by:</b>	Adam Lowthorpe (Chief Executive Officer)

<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.