



FOR ALL



Hampshire FA

Women's Football Recreational Officer

Salary: £25,000

Fixed Term Contract: 18 months with a possible 6-month extension

Do you have a passion for engaging women in physical activity?
Do you understand how to connect and work in local communities?
Can you work collaboratively with a wide variety of stakeholders?

We are looking for a dynamic team member to join us and oversee this exciting project.

This role is to lead on the Sport England funded Women's Recreational Programme as part of the Host City Legacy Plans for UEFA Women's European Championships in 2022.

The role will lead on projects primarily in the Southampton City boundaries but with some additional areas across the county, to engage and inspire women aged 16+. The successful applicant will grow recreational provision for local communities and links with the wider grassroots game through coaching, volunteering, refereeing and leadership.

The role will report into the Football Development team as well as the Host City Legacy Group, overseeing on the Adult Years sub-group.

If you have any questions regarding the role, please contact:

Flo Lunn

Women & Girls Football Development Officer & Southampton Host City Legacy Lead

Flo.Lunn@HampshireFA.com

01256 853015

How to apply:

Please see the accompanying job description and person specification and use this to complete the application form, which can be found by clicking [here](#).

Hampshire FA have an understanding and commitment to equality, diversity and inclusion and would be grateful if you could complete an optional, anonymous Equality Monitoring form as part of your application. By completing this questionnaire, you are helping us to plan for the future and ensure we recruit from a diverse pool of applicants that are appropriate and relevant to the community we service. **Please complete the Equality Monitoring form by clicking [here](#).**

**The application form can be made available in alternative formats and should this be required please contact us to advise of your requirements*

The interview process:

The final date for consideration of applications is **Sunday 3rd January 2021**.

Interviews will be held on **Monday 11th January 2021**.



Job Description and Person Specification

Hampshire FA are an equal opportunities employer and actively encourage people from diverse backgrounds to apply for all roles.

Job title	Women's Football Recreational Officer
Reports to	Football Development Manager and Women & Girls Football Development Officer

Job purpose(s)	
To lead on the UEFA Women's Euro 2022 adult women's recreation legacy project plans in the Southampton Host City	
Direct reports	None

Location	Flexible based on applicant location
Working hours	38.75 hours per week. Flexible based on needs of the role and applicant.
Contract type	18 months fixed term with possible 6 month extension
Salary	£25,000 per annum

Responsibilities	
<ul style="list-style-type: none"> Understand what the current adult women's football landscape looks like in the area to help identify potential opportunities. Pilot sustainable programmes to support and grow adult women's recreational football, including Walking Football, Small Sided Football and Soccercise. Reference the FA Good Practice Guide on Adult Women's Recreational Football to provide ideas to shape local offers. Ensure that the projects and the volunteers recruited are inclusive, diverse and reflective of local communities. Brand all delivery programmes as The FA Snickers Just Play Centres to help with sign-posting. Support participants to undertake the new FA Playmaker supported by BT course to encourage volunteers from all backgrounds into this programme. Support volunteers to undertake the new FA Introduction to Disability Football online course. Work closely with key stakeholders to ensure local synergy and strategic alignment. Work closely with local clubs and leagues to create strong foundations for inclusive participation long-term. Support implementation of plans to engage diverse ethnic communities in Southampton through local action group. Promote activities by utilising the resources of Sport England's This Girl Can campaign. Utilise key national partners to support the plans, including but not limited to, Amnesty International UK, AOC Sport, BUCS, Cerebral Palsy Sport and The Wheelchair Football Association. Provide The FA with quarterly monitoring and evaluation reports. Provide regular updates to the Women's Euro 2022 Host City Legacy Group on progress against plans for adult recreational football activities. Lead the Southampton Legacy Project sub-group, 'Women's Recreational Football', recruiting group members as appropriate, providing progress updates and performance reporting against Women's Recreational Football Programme KPIs. 	



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Person specification	
Qualifications	
Essential	Desirable
<ul style="list-style-type: none"> A degree level qualification or equivalent work experience. 	<ul style="list-style-type: none"> Two years' sports development/community engagement experience
Skills	
Essential	Desirable
<ul style="list-style-type: none"> Ability to work strategically with partner organisations across different sectors to deliver programme of activities. Project management skills and experience – to plan, set and achieve objectives to deadlines. IT skills, including the use of Microsoft Office applications. Ability to work cooperatively and interdependently Time management and prioritisation skills. Creative problem-solving and decision-making skills. Communication and presentation skills. Budget management skills Report-writing skills. Ability to use data to monitor and evaluate programmes. Influencing skills to champion change. 	<ul style="list-style-type: none"> Practised at developing networks and relationships with a variety of stakeholders in order to support the delivery of strategic priorities. Skilled in creating, delivering and maintaining pathways which support engagement and long-term participation Capability to create multiple reports, budgets and plans.
Knowledge and experience	
Essential	Desirable
<ul style="list-style-type: none"> An interest in working in women's and girls' football. Knowledge and understanding of the barriers to participation faced by females. Knowledge of The FA's strategy for women's and girls' football. Knowledge and understanding of the infrastructure and networks that exist that can support the development of women's and girls' football. Knowledge of the structure and partner organisations within football both nationally and within the locality. Practical experience of sports / football development or community engagement. Demonstrate a working knowledge of inclusion, equality, anti-discrimination and safeguarding. 	<ul style="list-style-type: none"> Knowledge of The FA's National Game Strategy. Experience of project management. Experience of utilising mapping programmes to support strategic and logistical planning. Knowledge and understanding of working with volunteers. Knowledge of the local community and barriers to participation Knowledge of The FA coaching qualification framework.
Enhanced DBS Check required?	Yes
Clean, full driving licence?	Not Essential



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The job holder will be expected to understand and work in accordance with the values and behaviours described below	
FA value	Behaviours
PROGRESSIVE	<p>Embraces new thinking in pursuit of continuous improvement:</p> <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	<p>Sets the standards for respectful behaviour across the game:</p> <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 Hampshire FA standards at all times.
INCLUSIVE	<p>Champions and ensures that football is, and will remain, a game for everyone:</p> <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	<p>Tenacious and accountable. Serving the whole game and doing the right thing:</p> <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	<p>The very best outcome achieved by sustained excellence in performance:</p> <ul style="list-style-type: none"> Seeks to achieve the highest levels of performance at all times. Can be committed to achieve a standard that others consider impossible. Supports others to go further and achieve more.

Application Deadline:	Sunday 3 rd January 2021
Interviews to be held (format TBC):	Monday 11 th January 2021