



Job Description and Person Specification

Job title	Disability Football Ambassador
Reports to	Kieran Fox

Job purpose(s)	
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.	
Direct reports	N/A

Location	Remote (Travel as required across the County)
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 'Disability Football Ambassador Training'; scheduled for February 2023.• 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.• Drive engagement at every level of clubs to maximise and sustain these opportunities for disabled people.• 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.• Help clubs access relevant support including funding and coach development opportunities with support from the County FA.• To collaborate with County FA staff, national FA staff, disability football coach mentors, 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.• Understand safeguarding best practice within disability football and ensure this is promoted as part of any activity.• Support messaging so that under-18s in youth and open-age adult football know how to report any concerns about their wellbeing.• Liaise with the Football Development team and follow through on opportunities to listen to and consult with under-18s on their experience of playing, learning and volunteering;• Make use of young people and adults at risk feedback to enhance the experience and fun and safety in football.	



Person specification	
Experience	
Essential <ul style="list-style-type: none">• Can demonstrate a history of success in developing disability grassroots football opportunities.• 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 disability 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.• Proficient IT skills in Microsoft Office with experience in organising and leading virtual meetings.• Flexible in approach with willingness to work evenings and weekends, as well as travel across the County.• Understanding of Safeguarding children and at adults at risk.	Desirable <ul style="list-style-type: none">• Knowledge of The FA's Gameplan for Disability Football; Football Your Way.• Knowledge of the England Football Accreditation Framework.• Knowledge of existing support measures available to England Football 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	
FA value	Behaviours
TRUST	<p>I trust my colleagues to deliver:</p> <ul style="list-style-type: none"> • Motivate / support each other • Allow people to develop/make mistakes (and learn!) • Accountability - take ownership over decisions
RESPECT	<p>I respect the opinions of those around me:</p> <ul style="list-style-type: none"> • Understanding others views (customers, colleagues, council members etc) • Respect from stakeholders to develop communications & working relationships • Sharing experiences
TEAMWORK	<p>I will listen & empathise to build trusted relationships:</p> <ul style="list-style-type: none"> • Understanding and consciously recognising each other's approach to work in tandem • Can easily identify who they should be working with • Show respect/appreciate other team members contribution
EFFICENCY	<p>I will encourage new and simple ways of working:</p> <ul style="list-style-type: none"> • Simplifying processes & procedures • Open to change • Commit and follow through • Maintains motivation for their team and themselves.
HONESTY	<p>I work transparently and confidentially:</p> <ul style="list-style-type: none"> • Staff will be open and accountable for their actions and contribution to the team/goals • Delivering what you said you would do • Confidence in asking for help

Job description reviewed and modified by:	Kieran Fox Football Development Officer
Date job description reviewed and modified:	23/12/2022
Job description authorised by:	Kieran Fox

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 Company who the role is undertaking work on behalf.