



FA Club Consultant (Grassroots)

Rate of Pay: £50ph.

Closing Date: 4th May 2026

Vacancy Type: Consultant

Our Organisation

Hertfordshire Football Association are proud to support our Thriving Community Club network to develop them across the five pillars of The FA Thriving Community Clubs programme. Supporting them with Leadership & Governance, Coaches & Volunteers, Facilities, Player Opportunities and Community. If you can support our clubs with guidance, support and advice across these areas we would love to hear from you.

You can find out more about Hertfordshire FA and the work we do on Thriving Community Clubs [here](#).

Safeguarding

Hertfordshire FA is committed to safeguarding children and adults at risk. Due to the nature of this role, the successful candidate may 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.

Scope

Hertfordshire FA is looking for an experienced Consultant with a passion for grassroots football to join the team. The Consultant will support the creation of Thriving Community Clubs by working collaboratively with the County FA to provide services and expertise to help clubs achieve their ambitions.

Furthermore, the Consultant will:

- Work within agreed priorities, scope and time allocation set by the County FA
- Engage with national programme activity, including online training and briefings to ensure programme priorities are met.
- Develop and service identified England Football Accredited clubs to become Thriving Community Clubs within the Grassroots game.
- Lead and conduct club development reviews with identified 2-star and 3-star England Football Accredited clubs.
- Provide 1:1 dedicated club guidance in line with agreed priorities, scope and time allocation, ensuring clarity of expectations for the club, consultant and County FA.
- Deliver workshops and networking events for 2-star and 3-star Accredited clubs
- Support clubs in creating actions that will ensure clubs progress against the Thriving Community Club framework and help clubs create tactics to achieve specific outcomes within personalised development plans.
- Engage with national training, briefings and programme touchpoints as required.
- Ensure impact is monitored and evaluated, providing agreed updates to the County FA in line with programme expectations.
- Act as an ambassador for the FA Club Consultant programme.



Skills

Demonstrable expertise in Leadership & Governance including financial robustness and sustainability, Facilities, Coaches & Volunteers, Community, or Player Opportunities with the ability to apply that to a football club environment. The Consultant will be able to build trust and develop effective working relationships with volunteers and officers within England Football Accredited Clubs, to achieve identified milestones.

Equality and Diversity

Hertfordshire 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.

About the application and selection process

- Submit your application and CV by midnight on Monday 4th May 2026.
- Receipt of applications will be acknowledged, but only successful candidates will be contacted to schedule an interview.
- Applications will be reviewed on a weekly basis, with successful applicants contacted within 14 days to arrange an interview date.
- If required, second interviews may be held to determine the most suitable candidate.

Contact

If you have any questions about the service required, please contact William.hungerford@hertfordshirefa.com for an informal discussion.