



**Job Title: Jersey FA Player Development Centre (girls) Manager**  
**Reports to: Jersey FA Football Development Manager**  
**Salary: £5,000 (part-time)**

**Job Purpose:**

- To oversee the planning, preparation and delivery of the JFA Player Development Centre for girls programme (including a coaching and games programme for all age groups);
- To implement a clear and consistent coaching and playing philosophy throughout all age groups;
- To contribute to Jersey FA Football Development objectives and to support the delivery of our “Game for Change, Game for Life Strategy”;

**Key Responsibilities:**

- To recruit and manage qualified coaches to provide a coaching workforce for all age groups – u12-u16s;
- To organise the profiling and selection of all players within the Centre, including trial evenings and screening process;
- To ensure high standards of coaching delivery across all age groups using FA Plan, Do, Review and Long Term Player Development models;
- To ensure appropriate co-ordination of all aspects of the games programme both on and off the Island;
- To develop and oversee a Continuous Professional Development programme, to include mentoring for coaches and support staff involved within the Centre;
- To monitor and evaluate both player and coach performance within the Centre;
- To organise and distribute all required kit and equipment to ensure high quality standards are met;
- To maintain good relations with all Clubs, Schools and Parents;
- To oversee the FA’s ‘Discover My Talent’ recruitment process;
- To contribute to the Jersey FAs delivery of Safeguarding Operating Standards;

**Person Specification (Key skills and experience required):**

- Minimum UEFA ‘C’ Coaching Licence (or working towards);
- Experience of managing a committed team of football coaches;
- Significant coaching experience in developing female players from u12-u16;
- Commitment towards continued professional development;
- Ability to administer the programme using a range of IT packages including Microsoft word, Excel and Powerpoint;
- Ability to work on one’s own initiative and as part of a team;
- Willingness to work unsociable working hours;
- Be in possession of a clean driving licence;

Signed..... Date:.....