

**Job Title:** Football Development Manager

**Location:** Kent FA HQ, Invicta House, Cobdown Park, London Road. Aylesford. Kent. ME20 6DQ

**Salary: £35,000 - £40,000 per annum**

**Hours per week:** 35 hours per week

**Closing Date:** 5pm Monday 10th January 2022

**Vacancy Type:** Full Time, Permanent contract

**Our Organisation**

The Kent FA prides itself in being an innovative and forward-thinking organisation and these are exciting times as we embark on delivering our new corporate strategy Play-Protect-Promote over the next three years. The successful candidate for this role will be instrumental in helping the Kent FA to deliver this.

You can find out more about Kent FA and the work we do on our website at [www.kentfa.com](http://www.kentfa.com) .

**Safeguarding.**

Kent FA is committed to safeguarding children and adults at risk. Due to the nature of this role, the successful candidate will 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 the nature of the role and the information provided.

**The Role**

Kent FA is looking for an enthusiastic Football Development Manager with experience of facility development and a passion for grassroots football to join the team.

The successful candidate will be a key member of the Senior Management Team and will be responsible for leading the Kent FA Football Development Team against delivery of Key Performance Indicators as well as leading on the facility development programme across the County.

**Key Accountabilities**

* Operationally lead the implementation and delivery of the Kent FA Stratgey Play-Protect-Promote, ensuring progress is made against Key Performance Indicators
* Manage the Football Development team in line with personal and performance reviews; setting targets, monitoring performance, and identifying training requirements.
* Manage Football Development budgets and provide quarterly reports on a quarterly basis.
* Contribute to ensuring that safeguarding and equality are embedded throughout the Kent FA and grassroots football.
* Strategically lead the facility investment programme for the Kent FA working in partnership with The FA, Football Foundation and The Grounds Maintenance Association.
* Ensure that each local authority area has a robust Local Football Facility Plan in place to identify priority projects for potential investment.
* Contribute to the development of local authority playing pitch strategies and provide responses to planning applications affecting football facilities.

**What we are looking for**

The successful candidate will have experience of leading and managing a high performing team, be educated to degree level or have at least 2 years’ industry experience. They will be able to think and work strategically, be self-motivated, have excellent leadership skills and a detailed knowledge of facility development. In addition, they will be able to forge and build excellent relationships with partner organisations and have a strong customer service ethos.

**What we can offer**

* A great start to your career in football with the local governing body of the grassroots game here in the heart of the County
* Opportunities to progress your career across the County FA Network throughout England and at The FA
* Access to high-quality training, networking and personal development opportunities
* A varied and exciting working life, where you’ll learn about all aspects of grassroots football
* Enhanced Holiday entitlement
* Access to employee benefits including an employee experience and engagement platform, and employee assistance scheme.

**Exciting Benefits Package**

* Access to ‘Cycle To Work Scheme’ and DSE Eye Care.
* Annual Leave increased based on service.
* Deals and discounts from the biggest brands via ‘Perkbox’.
* Employee Assistance Programme.
* Exclusive NIKE discounts.
* Have your ‘Birthday’ off on us.
* Kent FA Affiliated Grounds Pass.
* Opportunities to apply for FA Match Tickets and Events.
* Out of pocket travel and subsistence expenses covered.
* Pension contribution.
* Private Healthcare through Bupa.
* Time off In Lieu.

**Equality and Diversity**

Kent 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**

* Complete the Application Form and Equality and Diversity Monitoring Form and return to jobs@kentfa.com no later than **5pm on Monday 10th January 2022**. Applications received after deadline will only be considered in exceptional circumstances e.g. proof of posting indicates undue delay through no fault of the applicant
* Receipt of applications will not be acknowledged
* Shortlisted applicants will be contacted by **14th January 2022** to arrange a mutually convenient interview time. If you have not heard from us by this date please assume that your application has been unsuccessful
* Interviews will be held week commencing **17th January 2022**
* If required, second interviews may be held in order to determine the most suitable candidate for the role.

**Application Documents**

* Job Description and Person Specification
* Application Form
* Equality and Diversity Monitoring Form

**Contact**

If you have any questions about the role, please contact Darryl Haden, Chief Executive via Darryl.haden@kentfa.com for an informal discussion.