



Technology Mentor

Title: Kent FA Technology Mentor

Purpose: To support Kent FA affiliated clubs and leagues with using FA based technology systems, including, but not limited to Whole Game System, Full-Time and Matchday App

Remuneration: £25 per hour inclusive of travel expenses

Hours: 100 hours over

Location:

- Position 1 – Dartford, Gravesham and surrounding areas
- Position 2 – Medway, Swale and surrounding areas
- Position 3 – Sevenoaks, Tonbridge & Malling, Tunbridge Wells, Maidstone, Ashford and surrounding areas
- Position 4 – Canterbury, Folkestone & Hythe, Dover, Thanet and surrounding areas

Duration: 12 months from 1st October 2019 to 30th September 2020

Responsible to: Football Services Manager

Employment status: Self-employed

The Kent County FA is committed to achieving equality and fairness in employment and service delivery. We welcome applications from all sections of the community. Please mention any particular requirements you may have in respect of your recruitment and deployment.

Specific Duties:

- Co-ordination and Delivery
 - Liaise with clubs and league in designated area to identify where there is a need for support
 - Meet with individuals from **clubs and leagues to provide 'on-the-ground' support** in maximising the potential of FA systems
 - Where appropriate, support at Kent FA events
 - Deliver workshops to groups that will use FA systems
- Monitoring and Evaluation
 - Complete monthly feedback to Kent FA
 - Report any issues or concerns to Kent FA in a prompt and effective way
 - Provide case studies of success when requested

Kent FA Technology Mentor - Job Description

Key skills and experience required:

- Essential
 - Knowledge of Whole Game System and Full-Time
 - Experience of grassroots football in Kent
 - Excellent planning and organisation skills
 - Excellent time management
 - Effective communication skills
 - Able to confidently make informed decisions
 - Ability to organise, prioritise and meet deadlines
 - Availability to support clubs and leagues across Kent
 - Full driving license and own transport

- Desirable
 - Previous experience of educating adults
 - Holding current position within a club or league committee
 - Knowledge and understanding of Kent FA processes
 - Confidence in using Microsoft Word and Microsoft Excel

To apply for the role, please complete the following application form:
<https://form.jotform.com/92182433058961>

Application close: Tuesday 27th August at 9am

Interviews: Friday 6th September (daytime)

Training date: Tuesday 24th September (daytime)