**Job Description and Person Specification**

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| **Job title** | Equal Game Ambassador – Women & Girls Football |
| **Reports to** | Football Development Manager (W&G) |

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| **Job purpose(s)** | |
| Support grassroots football clubs to apply their learnings from the Equal Game Training and build their own Equal Game Action Plan; creating more accessible opportunities for women and girls. | |
| **Direct reports** | N/A |

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| **Location** | Location – Home-based, supporting clubs across London both online and face-to-face as appropriate |
| **Working hours** | 50 hours per contract  Hours of work will vary and may include evenings and weekends |
| **Contract type** | Casual Worker |

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| **Responsibilities** |
| * Attend the ‘Train the Trainer course; Tuesday 6th December at Berks & Bucks FA  *(alternative dates: Tuesday 29th November at West Riding FA, Wednesday 30th November at Leicestershire FA)* * Work with County FA Leads to collaboratively deliver the local ‘Equal Game’ Training * Work with England Football Accredited clubs following their completion of the ‘Equal Game Training’ to support in the creation of a bespoke female football game plan. This outlines new club-based opportunities for female players which may include new playing provisions, coaching development, volunteering roles, and creating safe environments. * Support with engagement at every level of the club to maximise and sustain these opportunities for female players. * Signpost and help clubs access relevant support including funding and coach development opportunities via the County FA, and FA Women & Girls Coach Development network. * Support clubs to build and sustain relationships with relevant local partners such as charitable organisations, educational establishments, alongside other key partners to promote the new opportunities. * Collaborate with County FA staff, national FA staff, FA Women & Girls Coach Mentors, FA Women & Girls Community Champions, 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. |

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| **Person specification** | |
| **Experience** | |
| **Essential**   * Can demonstrate a history of success in developing female grassroots football opportunities and/or an experienced sports development professional. * Experience of facilitating and engaging with volunteers. * Experience of engaging with external partners and stakeholders. | **Desirable**   * 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**   * 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 female 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. * Flexible in approach with willingness to work evenings and weekends, as well as travel across the County. * IT proficient- confident with setting up and actively taking part in online meetings. | **Desirable**   * Knowledge of The FA’s strategy for Women & Girls Football; Inspiring Positive Change. * Knowledge of the England Football Accreditation Framework and the existing support and resources available to Accredited Clubs. |
| **Enhanced DBS Check required?** | YES |
| **Clean, full driving licence?** | YES |

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| **The job holder will be expected to understand and work in accordance with the values and behaviours described below** | |
| **London FA value** | **Behaviours** |
| Leadership | Vision, empowerment, partnership, achievement |
| Professionalism | Mindset, respect, development, wellness |
| Collaboration | Responsibility, teamwork, communication, inclusion |
| Integrity | Accountability, trust, transparency, decision-making |
| Performance | Focus, initiative, insight, decisions |

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| **Safeguarding** |
| London 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 to the nature of the role and the information provided. |

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| **Equality and Diversity** |
| Diversity is at the heart of our strategy, because it is at the heart of grassroots football in London. We pride ourselves on the increasing diversity of our Board. We encourage applications from the widest range of backgrounds, particularly where there is often under-representation. We are particularly keen to encourage female, black, Asian and LGBT+ applicants, and applications from those with disabilities and from minority ethnic, belief and racial groups.  If you have any requirements in relation to the recruitment or interview process, please include details on the application form. |

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| **Job description reviewed and modified by:** | Amanda Lewis, Football Development Manager |
| **Date job description reviewed and modified:** | 17/10/22 |
| **Job description authorisedby:** | Amanda Lewis, Football Development Manager |

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| **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 employer.