# LOGOSTHE NORFOLK COUNTY FA YOUTH COUNCIL 2020-2021

**Application Form**

# APPLICATION INFORMATION

**About The Norfolk FA Youth Council:**

The Norfolk FA Youth Council was formed in January 2017 and is now about to enter it’s fifth football season. The Youth Council has been involved with several events such as supporting the Norfolk FA County Cup Finals, attending the volunteer awards evening, festivals of football and our own leadership events. The Council is all about providing young people with a voice to impact the game within Norfolk Football; by providing a platform of opportunity.

The 2020-2021 Youth Council will contribute to the personal development of the young person to develop and exercise their leadership skills in new environments whilst building on their legacy to inspire and invoke positive change within Norfolk Football. This season the Council will be divided into three working groups, targeting key areas of the association’s strategy Norfolk Football For ALL. Each young person appointed onto the Youth Council will be known as a member of the Norfolk FA Youth Council and will be assigned to one of the three working groups. Below is a short summary of the three working groups.

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| **Norfolk**  **Football is Positive** | Our aim from this working group is to improve young people’s experience of the game by leading a comprehensive programme making Norfolk Football a safe and enjoyable environment for ALL. By:   * Linking to the FA’s RESPECT & We Only Do Positive Campaign * Creating a season long calendar specifically for Norfolk Football * Having young people at the heart of decision making linked to our localised campaign * Engaging with the wider Norfolk Football Community |
| **Club Leadership Programme** | Our aim from this working group is to further develop youth leadership opportunities for any young person through the community of Norfolk Football. By:   * Engaging with local football clubs to cement foundations of the club leadership programme * Creating a key network of young people to continue personal development * Exploring how young people can engage with club or league committee structures * Identifying young people who should be rewarded for their work and efforts in Norfolk Football |
| **Norfolk FA County Cups** | Our aim from this working group is to further develop youth and adult partnerships, giving young people opportunities to organise and deliver competitions whilst changing the perception of young people. By:   * Attending Norfolk FA Youth County Cup fixtures as an official representative at relevant fixtures * Building on youth and adult partnerships to develop and upskill Youth Council Members * Having an increased responsibility at the School County Cup Finals * Having young people’s thoughts at the heart of decision making |

**Specific requirements of a Youth Council Member**

* Available to attend the 2020-2021 induction training event (Date: TBC)
* Available to commit to attending Youth Council Meetings (6 across the season) - Online & Face to Face
* Engaging on the Youth Council’s networking platform (Microsoft Teams)
* Completing assigned targets related to the working group you are assigned to
* Nominate and reward young people for the excellent work happening within Norfolk Football
* Attend or support a minimum number of three Norfolk FA events
* Adhere to Norfolk FA Youth Council terms of reference and Code of Conduct

If you have any questions regarding the application process, please don’t hesitate to get in contact with Football Development Officer Harry Diggens, by emailing [Harry.Diggens@NorfolkFA.com](mailto:Harry.Diggens@NorfolkFA.com) or call 01603 704050 (option 1 then option 2).

**Thank you for your interest in taking part in this opportunity.**

Enclosed is a briefing note together with an application form for you to complete and return. The briefing note provides an overview of key information, and the application form allows the selection panel to make an informed decision regarding your application. Please complete all sections below.

**Essential Criteria:**

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| 1. I am aged between 16 - 25 |
| 1. I am actively involved with Norfolk Football |
| 1. I live in Norfolk |
| 1. I am available for the dates as specified |
| 1. I am fully committed to using this experience to develop myself and others |
| 1. You must have or need to obtain an FA Criminal Records Check (CRC) |

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| Key Dates to Note:DEADLINE, Applications must be submitted by no later than: Monday 24th August 2020Selection Panel Decide: Wednesday 26th August 2020 (You will be informed on the 26th if successful)If your application has been shortlisted, you will receive an invitation to attend an online interview where we will hold an informal discussion.The online interviews will be scheduled for the week commencing (31st August 2020) below you will have an opportunity to highlight preferred days and time of the week. *Subject to the number of applicants interview dates may be changed, you will be informed if this is the case.* |
| Thank you for the interest you have shown in this post. All applications received will be treated confidentially, please return your application to [Harry.Diggens@NorfolkFA.com](mailto:Harry.Diggens@NorfolkFA.com) or post ‘Private and Confidential’ Harry Diggens, Norfolk County FA, 11 Meridian Way, Thorpe St Andrew, Norwich, NR7 0TA. |

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| **Position** | | | | | | | | | | | | |
| **Please state your preference of which working group you are applying for:**  1st Choice  2nd Choice  3rd Choice | **Norfolk Football is Positive** | | | | **Club Leadership Programme** | | | | **Norfolk County Cups** | | | |
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| **Interview availability (delete accordingly):** | Am | | | | | | PM | | | | | |
| Mon | Tue | Wed | Thu | | Fri | Mon | Tue | | Wed | Thu | Fri |
| **Personal Details** | | | | | | | | | | | | |
| **Title (Mrs/Ms/Miss/Mr/ other):** |  | | | | | | | | | | | |
| **First Names:** |  | | | | | | | | | | | |
| **Surname:** |  | | | | | | | | | | | |
| **Current Age and Date of Birth:** |  | | | | | | | | | | | |
| **Home Address:** |  | | | | | | | | | | | |
| **Your contact telephone or mobile: (if under 18 please provide parent or guardians details)** |  | | | | | | | | | | | |
| **Your main e-mail address: (if under 18 please provide parent or guardians details)** |  | | | | | | | | | | | |

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| Impact of being a part of the Norfolk FA Youth Council |
| Please provide evidence of what impact this opportunity could have by answering the questions below.   |  | | --- | | **1. Within 200 words describe why you would like to be involved within the Norfolk FA Youth Council for the 2020-2021 season.** |  |  | | --- | | **2. Within 200 words please identify how you would develop yourself and others via this opportunity.** |  |  | | --- | | 3. Within 200 words please outline how this post fits in with your long term career goals and personal interests you may have. | |

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| **Other Information**  Health/Medical & Other Information | | |
| **PLEASE TICK THE BOX BELOW TO CONFIRM IF YOU MEET THIS CRITERIA** | **Yes** | **No** |
| Essential Criteria | Mark an X below | |
| I am aged between 16 - 25 |  |  |
| I am actively involved with Norfolk Football |  |  |
| I live in Norfolk |  |  |
| I am available for the dates as specified |  |  |
| I am fully committed to using this experience to develop myself and others |  |  |
| You must have or need to obtain an FA Criminal Records Check (CRC) |  |  |
| **If you have answered NO to any of the above, please specify details on a separate sheet at the end of the application form to provide some context.** | | |
| **Data Protection**  Health/Medical & Other Information | | |
| The Data Protection Act (1998) aims to ensure that all organisations that collect, process and store information about individuals do so correctly (i.e. people about whom information is collected know of its existence and how to correct it if it is wrong). Personal information contained within the application form will be used for the position applied for and no other purpose. The information will be kept confidentially by The FA and used only by the assessment panel for the purpose of selecting the best candidate for the position. If an applicant is not appointed, then his or her information will be destroyed after one year. If an applicant is appointed to the post, The FA will maintain his or her information on file. | | |