

MATCHDAY ASSISTANT ROLE PROFILE

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Eligibility for role

- Must be 18+ years of age.
- Not manager/coach of team involved in the fixture.

Job Purpose

To provide a warm welcome to the club for everyone and promote a positive football environment on matchdays. Encourage team officials and spectators to behave in a friendly and supportive manner so children have an enjoyable experience.

The Matchday Assistant will act as a point of contact during the fixture and will aim to ensure that all children have fun, develop, and continue to love the game.

Report any unacceptable or inappropriate language or behaviour to the Club Secretary or Club Welfare Officer.

Responsibilities

- Please wear the High Visibility Vest, to remain easily identifiable to all.
- Meet and greet the opposition team officials, players, and spectators. Explain your role as the point of contact for the game.
- Welcome the referee. Oversee a pre-match introduction with team officials of both teams. Explain you are the point of contact for the game if any issues arise. Please note when u18s referee they may have a parent present.
- Before and during the game ensure all spectators are stood behind the respect barrier and not near either goal.
- Monitor spectator behaviour from both teams throughout the game.
- At half time check in with referee and address any concerns.
- At full time hold a quick debrief with the Referee and team officials from both teams.
- Post-match debrief. This will be a very simple chat. However, if there was an incident in the game, please ensure that any names are identified to the referee so that he and you can report the issue to the CFA. Please also ensure that the referee can leave the venue safely.
- Always ensure your own safety and in all circumstances avoid confrontation.
- If you need to report further issues, especially if you are confronted in an aggressive way or not communicated with in a courteous manner, then inform the Club Welfare Officer. Include the match details (dates, teams, and location) and a description of the incident, with names

SKILLS

- Friendly
- Approachable
- Good communicator
- Calm demeanour
- Excellent listening skills

KNOWLEDGE & EXPERIENCE

- Understanding of grassroots football
- Familiar with FA Codes of Conduct
- Aware of FA Respect programme
- Knowledge of club safeguarding processes



**ENGLAND
FOOTBALL**

