**Role Profile**

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| Job title | RAF Football Association – Head of Football Delivery |
| Reports to:  | CEO RAF FA Exec Committee | Jobs Reporting into the Job Holder: | N/A |
| 1. **Job Purpose**
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| To support the RAF Football Association deliver against its Strategy and Vision, and meet the (FA endorsed) strategic objectives cited within the 2021-2024 Business Reset Strategy[[1]](#footnote-2). Key to which is Grass Roots football, namely, ‘**Re-generate, evolve and expand participation at all levels, providing opportunities for all**’. |
| 1. **Principal Accountabilities/Responsibilities**
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| You will lead the Football Delivery Team, who are broadly split across three functional areas: Delivery, Engagement and Competitions. Individually and as a collective, you have the following responsibilities:* Plan, coordinate and execute initiatives/projects to deliver the targets to retain and grow participation for male, women and BAME players across all football formats
* Work collaboratively with stakeholders (predominantly Team Managers, OIC and players) across grassroots football in increasing understanding and awareness of key issues and barriers to meet potential for growth and achieve RAF FA targets.
* Analyse emerging data & collate league/stn feedback from football initiatives and report this to the Executive Committee (Engagement).
* Recruit, retain and develop volunteers within the Football Delivery AOR
* Support, collaborate with and advise the RAF FA HQ, including against shared strategic objectives e.g. Just Play Centres
* Lead and support the review and delivery of competitions (notably the RAF Cup), looking to add bespoke competitions where the opportunity/need arises
* Maintain a close partnership with the League Associations (London, Lincs, Cyprus and Central), with provision of resource and guidance as required.
* Support the Association strategy by raising the profile and the perception of the RAF FA in leading and developing grass roots football.
* Manage and develop relationships with key partners (including sponsors and Community football).
* To support the England Football Accreditation Programme
* Support the implementation of RESPECT
* To assist and maintain safeguarding standards and policies in line with the Safeguarding Welfare team
* Lead on grass roots initiatives e.g. walking football, branch leagues and women’s football and establish KPIs
* Manage the Football Delivery budget, reporting to the Head of Finance (inclusive of the annual and five-year forecast)
* To complete and maintain the required FA Safeguarding qualifications to support Safeguarding within The RAF FA and ensure The RAF FA provides a safe environment FOR ALL
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| 1. **Knowledge/Experience/Technical Skills/Behaviours**
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| **Essential:** |  **Desirable:** |
| · Developing goal setting/strategic delivery plans · Monitoring and evaluation · Managing Teams  | · Knowledge of the structure and organisations within RAF FA· Demonstration of equality in action· Practical experience of Sports / Football Development · Demonstrate a working understanding and application of inclusion, equality and anti - discrimination, safeguarding and best practice · Ability to work with partner organisations to deliver Football Development objectives · OF4/OF3  |
| **b) Key skills – as defined in County Football Association Competency Model** |  |
| · Problem Solving · Teamwork · Communicating · Delivery · Customer Excellence · Developing Self and Others · Leadership |  |
| **Further Information** |
| 1. Will the job-holder have direct access to young persons under the age of 18, within the context of the job or any subsequent related activities or responsibilities? **NO**

Where the answer to the above question is YES the following wording will be included in any advertisement “As this role involves direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening process, which will include a Criminal Records Check to ensure their suitability for the role. Any candidates invited to interview will be sent a CFA Personal Disclosure Form, Guidance Notes and Privacy Statement to return at their interview in a sealed envelope” |
| Completed by Name/Role Signature Date |  |
| Signature |  |
| Date |  |

This job description is only a summary of the role as it currently exists and is not meant to be exhaustive. The responsibilities/accountabilities and skills/knowledge/experience/behaviours might differ from those outlined and other duties, as assigned, might be part of the job.

1. <https://www.thefa.com/-/media/cfa/royalairforcefa/files/stratagies/raf---2021-24-business-reset-strategy_v7.ashx?la=en> [↑](#footnote-ref-2)