

Role Profile



FOR ALL

Job Title:	Adult Football Officer	Reports To:	Football Development Manager	Grade:	N/a
Role Purpose:					
<ul style="list-style-type: none"> To assist the playing and development of adult grassroots football by supporting the retention of adult teams and leagues, the transition of players from youth to adult football and the growth of more diverse opportunities to play either affiliated or recreational formats of the game To support the delivery of The FA National Game Strategy in partnership with key stakeholders and enhance the CFAs major priorities 					
Direct Reports:	None				

Key Accountabilities:					
<ul style="list-style-type: none"> To develop an overview as to how adult football is played and structured in the county both the affiliated and recreational game. To respond to areas of need or opportunity To support the recruitment and retention of players To establish a constructive working relationships with the key organisers of adult football. Develop regular contact with these stakeholders as well as forums to bring them together with other similar leagues and organisations To identify sources of funding and advice that will be of benefit to these organisations To provide or facilitate the development of other formats of adult football that reflects changing participant behaviour and expectations. This to include but not be limited to Small Sided Football, Walking Football & Futsal To support the volunteers involved in administering the adult grassroots game To facilitate the improved movement of players from youth to adult football To promote the uptake and maintenance of Adult Charter Standard status by leagues and clubs To drive participation growth via The FA Mars Just Play programme by engaging a wide range of stakeholders and targeting a variety of participant groups based upon local demand To support CFA engagement via improved data gathering, research & insight and targeted communications Executes additional tasks as required in order to meet CFA's changing priorities Ensure compliance with CFA's policies and procedures Ensure that the CFA effectively implement and maintain the FA's Safeguarding Operating Standard within Football. An understanding and awareness of generic Equality law and of good practice within sports equality 					

CFA Values and Behaviours

Behaviours
Our Vision: Changing Lives Through Football
Our Mission: Leading Local Football and Delivering Exceptional Services
Our Values:
<ul style="list-style-type: none"> Fair Inspiring Engaging Passionate

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<p>Essential Skills:</p> <p>Must have an approachable and positive attitude</p> <p>Knowledge</p> <ul style="list-style-type: none"> • Knowledge and understanding of sports structures and sports development • Knowledge of The FA's National Game Strategy <p>Experience</p> <ul style="list-style-type: none"> • Experience of recruiting players and teams to leagues • Experience and knowledge of operating with voluntary clubs and leagues – preferably football • Experience of Sports / Football Development • Interest and passion for football <p>Technical Skills</p> <ul style="list-style-type: none"> • An ability to develop, maintain and strengthen partnerships both internally and externally • Experience of persuasive communication to influence changes of behaviour • Experience of managing budgets • Experience of independent working and self-motivation • Project management skills and experience – to plan, set and achieve objectives within strict deadlines • Reporting Writing skills • Excellent IT skills • Microsoft Office • Ability to create presentations and present to a wide range of key stakeholders • Experience of monitoring and evaluation of programmes 	<p>Desirable Skills:</p> <p>Knowledge</p> <ul style="list-style-type: none"> • An understanding of local and national football structures • An understanding of the wider sports network and the key principals to driving participation growth • An understanding of the challenges associated with adult football <p>Experience</p> <ul style="list-style-type: none"> • Experience of utilising insight to inform delivery • Experience of having taken on organisational roles in a voluntary sport – captain, manager, team secretary, referee etc • Experience of running competitions and league formats • Involvement in a recreational format of football <p>Technical Skills</p> <ul style="list-style-type: none"> • Basic Health and Safety knowledge
<p>Enhanced CRC Check Required:</p>	<p>YES</p>
<p>Clean Full Driving Licence:</p>	<p>YES</p>
<p>Created by:</p>	<p><i>Sarah Wood</i></p>
<p>Date Role Profile Created:</p>	<p>November 2018</p>
<p>Signed by Role Holder:</p>	<p>S. Wood</p>