



**FOR ALL**



## Job Description and Person Specification

<b>Job title</b>	Equal Game Ambassador – Women & Girls Football
<b>Reports to</b>	Molly Johnson – Football Development Officer (Youth Football)

<b>Job purpose(s)</b>	
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.	
<b>Direct reports</b>	N/A

<b>Location</b>	The role will be based across the county, as well as working from home.
<b>Working hours</b>	50 hours per contract. Hours of work will vary and may include evenings and weekends
<b>Contract type</b>	Casual Worker

<b>Responsibilities</b>	
<ul style="list-style-type: none"> <li>Attend one of the 'Train the Trainer course dates; Tuesday 29th November @ West Riding FA, Wednesday 30th November @ Leicestershire FA or Tuesday 6th December @ Berks &amp; Bucks FA</li> <li>Work with County FA Leads to collaboratively deliver the local 'Equal Game' Training</li> <li>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.</li> <li>Support with engagement at every level of the club to maximise and sustain these opportunities for female players.</li> <li>Signpost and help clubs access relevant support including funding and coach development opportunities via the County FA, and FA Women &amp; Girls Coach Development network.</li> <li>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.</li> <li>Collaborate with County FA staff, national FA staff, FA Women &amp; Girls Coach Mentors, FA Women &amp; Girls Community Champions, external partners, and wider members of the grassroots delivery team workforce.</li> <li>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.</li> <li>Collaborate with the Designated Safeguarding Officer in all matters involving under-18s and adults at risk within football development programmes.</li> <li>Risk-assess all Sheffield &amp; Hallamshire County FA events and activity for under-18s and where the Sheffield &amp; Hallamshire County FA directly employs or deploys under-18 referees, coaches and volunteers to ensure that appropriate safeguards are in place.</li> <li>Support messaging so that under-18s and adults at risk in youth and open-age adult grassroots football know how to report concerns about their wellbeing.</li> <li>Contribute to ensuring that safeguarding and equality are embedded throughout the Sheffield &amp; Hallamshire County FA and grassroots football.</li> </ul>	

<b>Person specification</b>	
<b>Qualifications</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>GCSEs at Grade C (or equivalent) in English and Maths.</li> </ul>	<ul style="list-style-type: none"> <li>A qualification in sports development.</li> </ul>



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<b>Experience</b>	
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Can demonstrate a history of success in developing female grassroots football opportunities and/or an experienced sports development professional.</li> <li>• Experience of facilitating and engaging with volunteers.</li> <li>• Experience of engaging with external partners and stakeholders.</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience of volunteering within a grassroots football club as a Committee Member.</li> <li>• Experience of mentoring others</li> <li>• Experience of accessing external funding.</li> </ul>
<b>Knowledge, skills and behaviours</b>	
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Ability to build trust and develop effective working relationships within England Football Accredited Clubs.</li> <li>• Ability to deliver practical support sessions to a range of club Volunteers.</li> <li>• Understanding of how an England Football Accredited Club operates.</li> <li>• An advocate for female football with an understanding of the challenges and barriers that both players and volunteers can face.</li> <li>• Commitment to attend additional training provided as part of this programme.</li> <li>• Flexible in approach with willingness to work evenings and weekends, as well as travel across the County.</li> <li>• IT proficient- confident with setting up and actively taking part in online meetings.</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Knowledge of The FA's strategy for Women &amp; Girls Football; Inspiring Positive Change.</li> <li>• Knowledge of the England Football Accreditation Framework and the existing support and resources available to Accredited Clubs.</li> </ul>
<b>Enhanced DBS Check required?</b>	No
<b>Clean, full driving licence?</b>	Yes

<b>Job description reviewed and modified by:</b>	Molly Johnson – Football Development Officer (Youth Football)
<b>Date job description reviewed and modified:</b>	October 2022
<b>Job description authorised by:</b>	Sarah Wood, Football Development Manager

<b>Signed by job holder (on appointment):</b>	
<b>Date signed:</b>	

One copy to be retained by the job holder, one signed copy to be stored confidentially by the employer.