

Role Profile



FOR ALL

Job Title:	Youth Football Officer	Reports To:	Football Development Manager	Grade:	N/a
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Role Purpose:

To lead the strategic development of youth and mini-soccer football across Sheffield & Hallamshire County FA. To support the delivery The FA Game Plan for Growth through the County FA National Game Strategy.

Direct Reports: None

Key Accountabilities:

- Build, develop and support a high-quality introduction to football for young people across the CFA.
- Work collaboratively with and through local strategic networks within education and the community to support the growth and retention of players driven through key FA programmes
- Strategically recruit, manage and retain, SSE Wildcats Centres in line with county targets. Lead and manage a part-time workforce to support the retention of these centres
- Support clubs and leagues to grow and retain teams and create an inclusive friendly environment
- Create, maintain and communicate an inclusive player pathway for young players through; education, recreation, competition and talent to support growth and retention KPIs
- Support key marketing initiatives through the delivery of bespoke events and networks
- Support RTCs with business planning, facilitation events (where appropriate), build relationships with local stakeholders
- To ensure that all youth teams are compliant with the Whole Game System (WGS)
- To promote and support the coaching workforce to understand and embed the principles of the England DNA.
- To ensure all youth team coaches are FA qualified
- Create a coach identification process to support the growth, retention and transition of female coaches through the FA coaching qualifications framework. Working in partnership with Coach Development Officers based in Womens High Performance Centres where appropriate
- Executes additional tasks as required in order to meet CFA's changing priorities
- Ensure compliance with CFA's health and safety policies
- Ensure that the CFA effectively implement and maintain the FA's Safeguarding Operating Standard within Football
 - Risk assess all events and activities where the CFA directly employ or deploy under-18 referees, coaches and volunteers;
 - Support messaging so that under-18s in youth and open-age adult CFA-led football know how to report any concerns about their wellbeing;
 - Liaise with the DSO and follow through on opportunities to listen to and consult with under-18s on their experience of playing, learning and volunteering;
 - Make use of young people and adults at risk feedback to enhance the experience and fun and safety in football.
 - Support grassroots clubs with the implementation of The FA Respect programme
- 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:

- Fair
- Inspiring
- Engaging
- Passionate

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<p>Essential Skills:</p> <p>Knowledge</p> <ul style="list-style-type: none"> • Understanding of the barriers to participation faced by females and knowledge of sports inclusion, equality and diversity • Knowledge of the 'Game Plan for Growth' • Knowledge of The FA Coaching Qualification Framework • Knowledge and understanding of the infrastructure and networks that exist within education, recreation, competition and talent that can support the development of under-represented groups, in particular women and girls • Knowledge of safeguarding children in the grassroots game <p>Experience</p> <ul style="list-style-type: none"> • Ability to work independently and as part of a team • Proven ability to meet multiple deadlines • Practised at developing networks and relationships with a variety of stakeholders in order to support the delivery of strategic priorities • Creating, delivering and maintaining player pathways which support growth, transition and retention of players, coaches or officials • Experience of working through others to support the delivery of key performance indicators • Experience of managing multiple projects from inception to conclusion, on budget and on time • Capability to create multiple reports, budgets and plans <p>Technical Skills</p> <ul style="list-style-type: none"> • A degree, equivalent qualification or 2 years sports development experience • Excellent time management and prioritisation skills • Possess excellent problem solving and decision-making skills • Outstanding communication and presentation skills. • Exceptional customer service and focus • Extensive Experience of Microsoft Office (Word, Excel, Power Point) • Show commitment towards personal development and training 	<p>Desirable Skills:</p> <p>Knowledge</p> <ul style="list-style-type: none"> • Knowledge of the range of volunteers who exist within the game, their motives for engaging and how they can support the delivery of FA programmes • Knowledge of safeguarding children in the grassroots game <p>Experience</p> <ul style="list-style-type: none"> • Experience of implementing/ delivering sports programmes within education and community settings • Regularly utilise monitoring, evaluation and reflective practise to gain insight to inform decision making • Experience of working in partnership with voluntary organisations and individuals to develop and support retention and sustainability of programmes • Delivery of small/ large sporting events involving a variety of stakeholders and attendees • Use research and data to create and innovative approaches to identify business solutions <p>Technical Skills</p> <ul style="list-style-type: none"> • Project management experience • Experience of utilising mapping programmes (Google maps) to support strategic and logistical planning
<p>Enhanced FA DBS 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>December 2019</p>
<p>Signed by Role Holder:</p>	<p>S Wood</p>

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