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| Job Title: | Football Development Officer (FDO) | Reports to: | Football Development Manager |
| Contracted Hours: | Full time 35 Hours Per Week (evening and weekend working will be required) | Salary: | Based on experience |

1. Job Purpose

- Lead the game through the strategic coordination of all disability football provision across Wiltshire
- Unite the game by providing Recreational Football opportunities to strategically fit alongside the traditional affiliated game
- Deliver a comprehensive workforce plan that enables volunteers to positively contribute to local football

○ 2. Principal Accountabilities/Responsibilities

- Work strategically to align current and future disability football provision, ensuring an integrated approach across existing and new networks such as health, education & voluntary sectors
- Achievement of the disability player numbers as laid out in the County FA strategy and operational plan
- Retain and grow the number of affiliated disability football teams ensuring a particular focus on the growth of youth and female teams within Charter Standard Club structures
- Lead the Ability Counts League and support the committee structure of the league
- Strategically coordinate the delivery of a network of registered recreational football centres for male, female and disability football across all age groups with participation recorded on an online tracker to track participation against targets
- Develop flexible formats of the game including veterans and U21s and link with existing leagues to create sustainable playing opportunities
- Embed research, insight and effective measurement into planning, decision making and delivery across disability & recreational football to ensure accurate data collection across programmes that address the priority areas and meet the needs of the participants
- Raise the profile of good news stories and the range of football opportunities across the disability and recreational pathway
- Deliver a comprehensive workforce plan that supports volunteers involved in local football
- Drive the Football Future's programme and enable Wiltshire FA Youth Council to become the volunteers of the future
- Adhere to County FA compliance models including but not limited to Safeguarding, Equality and Health & Safety

3. Knowledge/Experience/Technical Skills/Behaviours

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| <p><u>Essential:</u></p> <p>Knowledge</p> <ul style="list-style-type: none"> ○ Knowledge and understanding of disability sport structures and development pathways at local, regional and national level ○ Knowledge and understanding of football structures and development pathways at local, regional and national level ○ Knowledge of The FA's National Game Strategy and Recreational football ○ Commitment to sports equality and knowledge of the barriers facing | <p><u>Desirable:</u></p> <p>Knowledge</p> <ul style="list-style-type: none"> ○ Educated to degree level ○ Sports development / other relevant qualification ○ Knowledge of the service providers that support people with a disability both Nationally and within the County FA locality ○ An understanding of the challenges associated with running disability football clubs and leagues |
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| <ul style="list-style-type: none"> ○ underrepresented groups, particularly those with a disability ○ Demonstrates a working understanding of inclusion, equality and anti-discrimination, safeguarding and best practice ○ Experience ○ Minimum 2 years practical experience of Sports / Football Development ○ Interest and passion for disability football ○ Technical Skills ○ Ability to work strategically with partner organisations across different sectors to plan and deliver football programmes ○ Project management skills and experience – to plan, set and achieve objectives within strict deadlines ○ Report writing ○ Excellent IT skills ○ Excellent communication skills using traditional, modern and emerging media ○ Experience of monitoring and evaluation of programmes ○ Driving licence | <ul style="list-style-type: none"> ○ An understanding of the challenges faced by volunteers ○ Knowledge of and experience of attracting grants from relevant funding agencies Experience ○ Budget / resource management |
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4. Behaviours – as defined in County Football Association Competency Model

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| <ul style="list-style-type: none"> ● Problem Solving ● Teamwork ● Communicating ● Delivery ● Customer Excellence ● Developing Self and Others | <ul style="list-style-type: none"> ● Integrity ● Fairness ● Accessible ● Accountable ● Transparent |
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5. Further Information

As this role involves regulated activity with children or young people under the age of 18, 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. The induction process shall also include specific safeguarding training.

Wiltshire County FA is committed to equality of opportunity and welcome applications from all sections of the community.

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.