

JOIN OUR TEAM
FOOTBALL
DEVELOPMENT
OFFICER (DISABILITY & MALE PATHWAY)



**ENGLAND
FOOTBALL**



JOB DESCRIPTION & PERSON SPECIFICATION

Job title	Football Development Officer – Disability and Male Pathway
Reports to	Football Development Manager

Location	Hybrid working including 3 days a week at the County FA Offices in Devizes, homeworking and additional travel to other locations or overnight stays.
Working hours	35 hours per week. Some evenings and weekends may be required to support the requirements of the role.
Contract type	Full time, Permanent

Job Purpose(s)	
<ul style="list-style-type: none">• To support delivery of The FA Grassroots Football Strategy and the Wiltshire FA Business Strategy.• To strategically coordinate disability football provision across Wiltshire and the local area.• To influence and support the growth and retention of disability football.• To develop and deliver a sustainable plan for growth and quality across the male football pathways.• To strategically deliver walking football across Wiltshire.• To comply with FA rules, regulations, policies, procedures and guidance that are in place from time to time• To support the adoption of FA technology systems across grassroots football• To comply with FA rules, regulations, policies, procedures and guidance – that are in place from time to time• To support colleagues and the organisation in the delivery of the purpose of Wiltshire FA.	
Direct reports	N/A

Responsibilities	
Disability Pathway	
<ul style="list-style-type: none">▪ Work strategically to align current and future disability football provision, ensuring an integrated approach across the Wiltshire Football Association, local EFL (English Football League) club community organisations and key partners from across the disability, health, education, community and voluntary sectors.▪ Map clubs, teams and leagues and target gaps in disability football provision across key age groups: under-12, under-16 and 18+.▪ Retain and grow the number of affiliated disability football teams with an emphasis on creating player pathway opportunities within FA-accredited clubs structures for under-12, under-16 and adult age groups.▪ Support and build links between schools, colleges, universities and FA-accredited clubs to support the growth in disability football.▪ Coordinate the delivery of a network of recreational disability football centres for male and females across key age groups: under-8, under-12, under-16 and adult.▪ Embed research, insight and effective measurement into planning, decision-making and delivery across disability football to ensure accurate data collection across programmes that address the priority areas for disability football and meet the needs of disabled people.	



- Develop and service a modern and sustainable competition structure across pan disability football, targeting under-12, under-16 and adult.
- Work with the Football Development team to deliver a comprehensive workforce plan that supports disability football across coaches, referees, volunteers and young leaders and is inclusive of disabled people.

Male Pathway

- Work collaboratively through local strategic networks within the community to support the growth and retention of male players through key FA programmes.
- Identify sources of funding that will be of benefit to grassroots football and provide appropriate advice and support to applicants.
- Provide football development support and advice to clubs and leagues.
- Complete an annual analysis of male football to map participation and identify gaps in provision.
- Develop programmes to support and grow male football provision, with a focus on developing a full football pathway from youth to adult into veterans (35+) and walking football.
- Work closely with schools and education providers to support opportunities for provision.
- Deliver a programme of services to club and league volunteers, with an emphasis on gaining more FA-accredited clubs and leagues.
- Increase male recreational football participation via The FA Just Play programme by engaging a wide range of stakeholders and targeting a variety of groups based on local demand.

Walking Football

- Work collaboratively with walking football teams within the county and surrounding area.
- Provide development support to walking football teams and league.
- Complete an annual analysis of walking football within the county to identify any gaps in provision.
- Increase walking football participation within the county.

England Football Accreditation

- Support the Development Team to embed England Football Accreditation across leagues and clubs in Wiltshire
- Support clubs to develop disability and male pathways
- Support leagues through their league development plans.

Safeguarding

- Collaborate with the Designated Safeguarding Officer in all matters involving under-18s and adults at risk within disability football development programmes.
- Risk-assess all Wiltshire FA events and activity for under-18s and where the Wiltshire FA directly employs or deploys under 18 referees, coaches and volunteers to ensure that appropriate safeguards are in place.
- Risk assesses all Wiltshire FA events and activity involving open-age adult disability grassroots football teams or participants.
- 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.
- Utilise the feedback from under-18s and adults at risk to enhance the experience and fun and safety in grassroots football

General



- Provide the highest level of customer excellence to support volunteers across all FA Technology systems (FA Events, Whole Game System, Matchday app and Full-Time).
Execute tasks as required to meet the Wiltshire County FA changing priorities.

Personal Specification

Qualifications

Essential

- Educated to A Level or equivalent.

Desirable

- Two years' sports development experience

Skills

Essential

- Outstanding team-working and organisational
- 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 to deadlines.
- Excellent IT skills, including the use of Microsoft Office applications.
- Ability to work independently and as part of a team.
- Excellent time management and prioritisation skills.
- Excellent problem-solving and decision-making skills.
- Outstanding communication and presentation skills.
- Exceptional customer service.
- Budget management skills.
- Report-writing skills.

Desirable

- Practised at developing networks and relationships with a variety of stakeholders to support the delivery of strategic priorities.
- Skilled in creating, delivering and maintaining pathways which support the growth, transition and retention of players.

Knowledge and experience

Essential

- Passionate about working in disability football.
- Knowledge and understanding of the barriers to participation faced by disabled players.
- Knowledge and understanding of the infrastructure and networks that exist within education, recreation, competition and talent that can support the development of disability football.
- Knowledge of the structure and partner organisations within football, nationally and within the County FA locality.
- Practical experience of sports/football development.

Desirable

- Knowledge of The FA's Grassroots Football Strategy.
- Experience of project management.
- Experience of utilising mapping programmes to support strategic and logistical planning.
- Knowledge and understanding of working with volunteers.

Enhanced DBS Check required?

Yes

Check required on Companies House disqualified directors' register?

Yes

Clean, full driving license?

Yes



The job holder will be expected to understand and work in support of the strategic priorities	
Strategic Priority	Objectives
IMPROVE PLAYING CHOICE AND OPPORTUNITIES	<ul style="list-style-type: none"> • Evolve the youth game • Improve team-based football for adult male players • Create more opportunities to play safe, inclusive casual football • Support the disability game to grow and thrive.
DEVELOP EQUAL OPPORTUNITIES FOR WOMEN AND GIRLS TO PLAY	<ul style="list-style-type: none"> • Sustain and grow more playing opportunities in schools • Create more team-based playing opportunities • Extend and enhance casual opportunities to play • Deliver safe and inclusive environments for women and girls to thrive.
BUILD MORE AND IMPROVE EXISTING FACILITIES	<ul style="list-style-type: none"> • Transform grass pitch quality • Build more 3G pitches • Create inclusive and accessible facilities • Improve environmental sustainability.
TACKLE POOR BEHAVIOUR	<ul style="list-style-type: none"> • Apply tougher sanctions • Promote positive behaviour • Drive collective responsibility across the game to raise standards.
DEVELOP A VALUED NETWORK OF VOLUNTEERS, COACHES AND REFEREES	<ul style="list-style-type: none"> • Grow the number of people running the game • Improve the diversity of those running the game • Support those running the game to learn and develop • Celebrate and reward those running the game.
SUPPORT THRIVING COMMUNITY CLUBS	<ul style="list-style-type: none"> • Ensure clubs grow opportunities and provide a quality experience through England Football Accreditation • Help clubs to become more sustainable • Support the current and future generation of club leaders • Equip clubs to add value to their local communities.
CONNECT AND SERVE PARTICIPANTS	<ul style="list-style-type: none"> • Make it easier to find information and opportunities to play, volunteer and learn • Improve our customer service and communications • Develop our digital tools to make running the game easier • Explore digital opportunities to enhance the football experience.
PROGRESS THE GAME'S GOVERNANCE	<ul style="list-style-type: none"> • Promote the highest levels of governance across the grassroots network • Evolve local Football Associations focused on developing football For All • Support the grassroots game to be financially robust • Support the game to be safe and well-run.

Job description reviewed and modified by:	Shane Comb (Football Services Manager)
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Date job description reviewed and modified:	16 th April 2026
Job description authorised by:	Simon Russell (CEO)

Signed by job holder (on appointment):	
Date signed:	