



**Boston United Football Club Community Foundation
Job Description**

Job Title	Head of Football	Salary	Competitive
Reporting to	Community Manager	Contract	Permanent
Responsible for	Football Development Officer Lead Youth Development Phase Coach Lead Foundation Phase Coach Physiotherapist Lead Goalkeeping Coach U19 Players & Technical Staff	Hours	35 a week
Location	The Jakemans Community Stadium, Boston and other locations due to the nature of the role.		

Job Purpose:

The Head of Football will be responsible for overseeing all operations of the Football Development Department at Boston United FC including its participation programmes and all elite and grassroots teams both male and female within the football club.
Recruitment, Training, selection, coaching and leadership of the U19 Boston United U19 Team(s) as part of the Community Foundation's Post 16 Education Programme.

Main Duties & Responsibilities:

General

1	With support of the Community Manager and Football Development Officer, is to devise, develop and implement a long-term strategy for Football Development within the organisation's Football Development structure with clearly identified short, medium and long-term goals for the programme
2	To develop and implement a football development programme that delivers a strategic, tactical, and technical dimension at all levels of the game based on key performance targets with the objective of developing technically excellent players, sustainable programmes and player pathways.
3	To effectively communicate the football philosophy and vision to players, coaches, staff and key stakeholders to inspire a sense of commitment to the development of football at the Boston United
4	To manage, mentor and motivate all football coaching staff to know what is required of them so they can achieve their goals through regular performance management, team meetings and timely 1:1 meetings
5	To successfully implement and execute clear coaching/playing syllabus aligned to the club's playing philosophy by utilising the Coerver Coaching Programme across the different phases across the club
6	Ensure high standards of coaching delivery across all Football Development activities.
7	To be present at all Academy training sessions and home fixtures.
8	Develop and oversee a continuous professional development programme, to include a comprehensive mentoring strategy, for coaches and support staff involved within the club's junior teams.



9	To communicate regularly with the First Team Manager regarding the progress of the players within the Academy.
10	To ensure Talent ID Days are effectively organised.
U19 Head Coach	
11	To deliver coaching sessions in accordance with the coaching syllabus and timetable agreed at the beginning of the season and reviewed annually.
12	To be responsible for recording participants and attendances at U19 training, matches and other related activities.
13	Drive recruitment for the U19 squads by organising and delivering taster days and events all year round both internally and externally with own teams, at local football clubs, schools and at the Jakemans Community Stadium to attract participants to our post 16 education courses.
14	To be responsible for keeping records of matches and players' performances of your designated team by using the Team Record Books
15	To conduct – Bi-Annual Player Review Meetings with the players and their parents of the U19 squads.
16	To be responsible for the running of all U19 squads, technical staff and all related administration.
17	Co-operating with other staff in ensuring high standards of conduct and behaviour at all times as per the Code of Conduct for Coaches.
18	Communicate with the Club Secretary / College Tutors regarding the programme e.g. arrangements for training and matches
19	Liaise with the Physiotherapist regarding prevention, treatment and rehabilitation of injuries.
20	To maintain a well-supplied medical bag for all fixtures and training sessions in consultation with the Physiotherapist
21	Attend any internal and league meetings as required
22	Build and develop relationships with local non-league clubs to aid and support player development

Personal Specification		
	Essential	Desirable
Qualifications		
UEFA B	✓	
Valid FA Emergency Aid	✓	
Valid FA Safeguarding Children Certificate	✓	
Valid FA Enhanced DBS Check	✓	
UEFA A		✓
FA Youth Award		✓
Sports Development Degree		✓
Playing football at a high or professional level		✓
Knowledge and Experience		
Experience of working in elite football	✓	



Experience of coaching football in a range of settings	✓	
Previous Football/Sports Development Experience	✓	
Demonstrate a passion for football and an ambitious approach to improvement and success	✓	
Present evidence of significant knowledge and proven track record in developing and implementing a successful football philosophy and coaching programme	✓	
Display proven experience of developing and implementing high quality coaching sessions;	✓	
Skills and Abilities		
Ability to communicate effectively with players, parents and partners	✓	
Ability to work individually and as part of a team	✓	
Excellent planning and organisational skills and attention to detail	✓	
A drive to help people achieve their goals	✓	
Willingness to work unsocial hours, including evenings and weekends	✓	
Ability to evaluate sessions and provide quality feedback to players, coaches, and support staff	✓	
Other		
Must satisfy relevant pre-employment checks including two satisfactory references and Enhanced FA DBS Check.	✓	
To hold a current full driving licence and ability to undertake any necessary travel in connection with the duties of the post	✓	
Must be able to recognise discrimination in its many forms and adhere to the BUFCCF equality & diversity policies.	✓	
To have knowledge and understanding of health and safety issues and to follow the policies and procedures of Boston United Community Foundation in such regard.	✓	
Undertake other duties as required ensuring efficient work on behalf of the Boston United Community Foundation team	✓	

Control of Resources	
Staff	The employee is responsible for supervising any assistant coaches while working on the football development projects.
Volunteers/ Work Experience	The employee is responsible for working with the Football Development team to supervise volunteers and work experience placements and integrate them into the work programme.
Equipment	Ensure you check and look after Boston United Community Foundation's equipment, which is necessary for the effective delivery of your sessions.
Monitoring and Evaluation	The employee is responsible for the production of the necessary reports recording participants and attendances at the sessions they are delivering.
Financial	The employee is responsible for the Football Development budget



Health/Safety /Welfare	The employee is responsible for the health, safety and welfare of themselves and others whilst at work in accordance with the Boston United Community Foundation Health & Safety Policy.
Equal Opportunities	The employee is responsible for their own behaviour and act in a manner that avoids and discourages any form of discrimination or harassment; to comply with Boston United Community Foundation's Equal Opportunities & Diversity Policy.
Training & Development	The employee is responsible for assisting in the identification of their own training and development requirements.

Note

This job description reflects the present requirements of the post. As duties and responsibilities change and develop the job description will be reviewed and be subject to amendment in consultation with the post holder.

Safeguarding Statement
Boston United Football Club Community Foundation is committed to creating an inclusive and diverse environment and is proud to be an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, ethnicity, religion or belief(s), gender, gender identity or expression, sexual orientation, marital status, disability, age or with regards to pregnancy or maternity.
Equality Statement
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