



Job Description & Person Specification

Position Details

Position: Head of Emerging Talent Centre Coaching (Part Time)	Department: Recruitment / Coaching	Reporting To: Head of Academy Recruitment & Head of Academy Coaching
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Overall Objective: To lead the CAFC Emerging Talent centre across (U9-U14) from a coaching perspective.

Job Description

Main Duties:

- To lead on the delivery of the ETC Coaching Programme 4:30-8:30 on a Friday evening.
- To provide feedback to parents at the end of each training block.
- To support the academy age groups as and when required.
- To attend at least 5 hours of "in service" training each year provided by the FA and to maintain Emergency First Aid qualification.
- To attend "in service" training as part of their CPD as organised by the Football Club.
- Establish a strong link between local schools, grassroots football clubs and grassroots coaches.
- To liaise with recruitment staff regarding progress of players,
- To ensure all players are always in a safe environment at both training and fixtures.
- Report any grievances either personal or player based to the DSO.
- Ensure all injuries are reported to the Medical Department.

Person Specification

Essential

- FA Level 2 / UEFA C
- FA Safeguarding Certificate
- FA DBS (CRB) check
- Able to be flexible with their working week including evenings and weekends
- Driving licence and car

Desirable

- UEFA B licence
- Previous experience of working in a Professional Football Academy working with and developing Academy players across a variety of age groups
- Knowledge of EPPP and PMA

Academy Values

- Honesty (having unquestionable morals based on fairness)
- Integrity (steadfastly adhering to the high moral principles put in place by the football clubs senior members of staff)
- Industry (working above and beyond)
- Innovation (creative thinking in order to drive the club forward)
- Fair Play & Sportsmanship (conduct befitting a Crewe Alexandra player and staff member including respect and graciousness in defeat)

Role Requirements

- To be able to work flexible hours which could include weekends, evening and Public Holidays
- To comply and promote the Club's policies and procedures to include Safeguarding, Equality & Diversity and GDPR compliance
- To undertake required training including mandatory Equality and Diversity and FA Safeguarding
- This role is subject to completed FA Enhanced DBS check

This Job Description may be changed and/or amended at the discretion of the Club

Crewe Alexandra Football Club promotes equal opportunities in employment we positively welcome applications from all candidates regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Salary is dependent on experience and will be discussed with shortlisted candidates. **Deadline for applications is 20th May . Applicants must complete and return the attached application form. Please return to Head of Academy Recruitment, Ben Dickson via email Bdickson@crewealex.net.** Due to expected high volume of applicants, please assume that your application has been unsuccessful if you have no contact from the club 1 weeks post application deadline.

Worker Signature _____ Date ____ / ____ / ____

Academy Manager Signature _____ Date ____ / ____ / ____