



Job title:	Professional Development Phase Coach / U18's Assistant Coach.
Pay Scale:	Commensurate with experience.
Responsible to:	The Academy Manager and or to such other senior administrative official of the Club as the Club Board shall approve.
Responsible For:	Professional Development Phase Players, Parents / Carers.
Locations:	Blundell Park, Cheapside Training Ground and the Oasis Academy Wintringham.

1. Purpose of the Job:

To assist the Academy Manager in all aspects of the delivery of the Professional Development Phase training and games programme.

2. Main areas of responsibility:

The responsibilities of the Professional Development Phase Coach shall include;

- To liaise with the Academy Manager and/or Head of Coaching on matters relating to the Professional Development Phase.
- To work in line with the Academy Philosophy, upholding the Academies 'aims, vision and values' at all times.
- To work within and uphold all the Academies policies and best practice guidelines, including; Safeguarding, Health & Safety, Recruitment, Equality, Diversity and Inclusion and Codes of Conduct.
- Assist in the Implementation of the Professional Development Phase Coaching Syllabus.
- To attend and contribute to all In-service training and continual professional development (CPD) for Academy Coaches.
- To attend and play an active role in regular Academy Management staff meetings, reporting on all Professional Development Phase issues, including; player performance, progression and development.
- To keep up to date with all English Football League, Premier League and Football Association guidance and correspondence.
- To maintain appropriate levels of individual CPD as outlined within the Youth Development Rules and as required to retain FA Licensed coach status.
- To liaise with the Professional Development Phase players' Parents/Carers with regards to player development and progress at the Academy.
- To show clear evidence of planning and evaluating Professional Development Phase training sessions and player development.
- To ensure that all that all relevant PMA administration is kept up to date for the Professional Development Phase, including; session planning, evaluations, attendance registers and match assessments (this list is not exhaustive).
- To ensure all Professional Development Phase player assessments & evaluations are up to date and complete on the PMA, including player feedback.

- To contribute, adapt and evolve the current Professional Development Phase coaching programme in co-ordination with the Academy Manager and Academy Head of Coaching in order to aid the progression of the Phase within the Academy.
- To work closely with the Head of Academy Recruitment and other Recruitment staff in the identification and selection of potential Professional Development Phase trialists, ensuring the Club attracts and retains the highest standard of player possible.
- Manage the promotion and transition of players through the Youth Development and Professional Development Phase age groups.
- Assist in the reporting and monitoring of performance, recording, reporting and evaluation of Academy Players in the Professional Development Phase.
- To be prepared to do any other duties to further the development of the Club and Academy as and when required.

3. Person Specification:

Qualifications

Essentials:

- UEFA A License
- FA Youth Award
- FA Safeguarding Certification
- Basic First Aid for Sport (BFAS)
- Enhanced DBS Clearance

Desirable:

- FA Advanced Youth Award
- FA Coach Education Qualification

Knowledge, Skills & Experience:

- Strong Leadership and Management Skills.
- Excellent Communication Skills.
- Experience working with the Premier League PMA System.
- A working knowledge and understanding of professional football.
- Experience in talent identification and recruitment of players.
- An understanding of Sports Science and Medicine.
- Competence in all MS Office packages with experience of recording and reporting information.
- Experience in talent identification and recruitment of players.

- Experience of dealing with minors and an excellent understanding of Child Protection and Safeguarding procedures including the relevant clearances for individuals.
- An understanding of the EFL Youth Development rules and regulations.
- Previous Experience of Management within an Elite Sports Environment.
- A comprehensive understanding of the Elite Player Performance Plan (EPPP).
- Full clean driving license.

4. Supervision / Management of People:

- Professional Development Phase Players, Parents / Carers.
- Youth Development Phase Players, Parents / Carers.
- Recruitment Staff / Scouts.

5. Contacts and Relationships:

- Academy Manager
- Head of Academy Coaching
- Operations Manager
- Lead PDP Coach
- Lead YDP Coach
- Head of Academy Medicine and Sports Science
- Head of Recruitment and Scouts
- Education and Welfare Officer
- Academy Administrator
- Safeguarding and Welfare Officer
- Academy Goal Keeper Coach
- Governing bodies, including LFE, EFL & The FA
- Footpass Ltd or other appointed auditors
- Grass roots coaches / managers and other officials
- Oasis Academy Wintringham staff

Safeguarding Statement:

Grimsby Town Football Club is committed to safeguarding the welfare of children and young people and expects all staff and Volunteers to endorse this commitment. This post requires an Enhanced Disclosure and Barring Service Check (DBS) as such it is exempt from Rehabilitation of Offenders Act (1974). Therefore all convictions including spent convictions

that have not been subject to filtering by the DBS should be declared. Relevant information and / or documents will be distributed as part of the recruitment process.

Equality, Diversity and Inclusion:

Grimsby Town Football Club's commitment to Equality, Diversity and Inclusion is to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status or civil partnership race, nationality, ethnicity (race), religion or belief, ability or disability, pregnancy or maternity and to encourage equal opportunities (Protected Characteristics, Equality Act 2010).

Employees of Grimsby Town Football Club must ensure a positive commitment towards equality, diversity and inclusion by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.

BAME Declaration:

Grimsby Town Football Club supports The English Football League's (EFL) introduction of positive action measures aimed at tackling the under-representation of coaches and managers from Black, Asian and Minority Ethnic (BAME) backgrounds. Grimsby Town Football Club will shortlist at least one suitably qualified BAME candidate (where an application has been received) for all roles within the Academy which require a UEFA A or UEFA B Licence.

General Information:

The employee must at all times carry out their duties with due regard to Grimsby Town Football Club policies and procedures.