



Job Description

Women and Girls Football Coordinator

Job Title: Women and Girls Football Coordinator

Responsible to: Head of Sports and Coaching

Hours p/wk: 37.5 hours; evening and weekend working essential

Salary: £19,500 - £21,000 depending upon qualifications and experience

Pompey in the Community is seeking to appoint an enthusiastic, charismatic and dedicated Women and Girls' Coordinator to organise and deliver our Female Football Development programme.

The football development programme will include the delivery of our Post 16 education programme including coaching sessions, match days, admin and recruitment.

The role will also include coordinating our junior development programme from the ages of 8 – 16 and seeing the transition into post 16 football

The coordinator will also be expected to plan and delivery a range of school and holiday programmes such as after school clubs, holiday courses and club partnerships to grow the participation of female football

The key role is to lead the development of new sessions to target new participation, develop new partnerships, and raise the profile of women's football and to complete the monitoring and evaluation of the programme.

The coordinator will liaise with other PiTC project leads to support girls' delivery in schools and the community to ensure continuity across the charity.

The successful candidate will report directly to the **Head of Football Development**, whilst working closely with other sports lecturers & delivery staff.

The role encompasses the following areas:

Post 16

- Deliver the weekly training sessions to the group working to a structured syllabus
- Attend all game days, gym and analysis sessions within the programme
- Actively recruit new students to the programme.
- Complete admin related to the programme
- Ensure all students are reaching targeted grades with their academic studies
- Hold one to one player meetings and reviews

Schools & Holiday Provision



- Organise & deliver after school clubs and holiday provision to grow female participation
- Arrange talent identification sessions
- Create extra opportunities for players within pathway such as trips, tours, tournaments etc

Junior Development Squads

- Oversee the running of our female development programme in which we run teams from under 10 through to under 16
- Coordinate all fixtures and admin of the programme
- Deliver high quality and well planned sessions to the teams on a weekly basis as well as running an age group at the weekend
- Coordinate trials and provide feedback where needed
- Coordinate the coaches involved within the programme and work to a coaching syllabus that will be challenging and progressive for the participants.

Growth

Increasing the number of students within the programme through actively recruiting in schools, clubs and at careers events during evenings and weekends.

In addition, the post holder must hold a minimum of a UEFA B Licence Level 3 in football coaching (desirably a Futsal Level 1 and/or FA Youth Module 2), emergency first aid and safeguarding certificate.

Therefore, you need to be of graduate calibre and should have experience working with post 16 students as well as being able to work with the junior section from the ages of 8 -16

The successful candidate will need to be passionate about and committed to the development of students & players of all academic and playing abilities. You must be able to work under pressure, handle multiple priorities, meet deadlines and be comfortable dealing with parents with excellent communication and IT skills.

Candidates must be able to deliver dynamic and challenging coaching sessions, which inspire players and ensure they make rapid and sustained progress at all levels. Candidates need to demonstrate they can provide clarity, direction and inspiration of what can be achieved for post-16 students, demanding the highest standards of their students & players.

It is essential that candidates can communicate with staff, students, players and partners in a clear, concise and purposeful way to build effective relationships. It is also crucial that candidates demonstrate that they work hard and complete work to a high standard, providing evidence of how they continually look for ways of improving individual and team performance.



Candidates must have their own vehicle and a current driving licence with a D1 desirable and be able to work evenings and weekends. As this role involves direct access to young persons under the age of eighteen, within the context of the job or any related activities or responsibilities, the successful candidate will be subject to an Enhanced DBS check and will need to have a First Aid in Sport qualification before taking up the role

Please send covering letter and CV to clare.martin@pompeyitc.org.uk

Closing date 9am Monday 5th July