



Dorset County Football Association - Football Development Activator/Coach £17,000 per annum

We are looking to employ a self-motivated individual with a 'can do' attitude who wants to make a positive contribution to grassroots football in Dorset, specifically disability, female and Futsal participation. The successful applicant will lead the planning and delivery of high quality coaching sessions across Dorset. They will be employed on a 35 hour a week contract and spend approximately 20 hours a week coaching with the remainder of the time planning and designing sessions, completing administration tasks and associated travel across the county. The successful applicant will be responsible for organising and promoting the sessions, as well as the completion of all related administration tasks and liaising with the various internal and external stakeholders.

The applicant must be able to demonstrate within their application the ability to meet the essential skills in the Role Profile.

Please note that this is a Fixed Term 12 month contract in accordance with FA Funding.

The successful applicant will be based at the DCFA Offices, Blandford Close, Hamworthy, Poole, BH15 4BF. Please note that normal working hours are 8.30am – 4.30pm Monday to Friday but this role will require travel throughout the county and regular evening and weekend work.

For further information on the role please contact Justine Mosley (County Development Manager) via email at: justine.mosley@DorsetFA.com.

To apply, please send a CV and covering letter marked "Private & Confidential" explaining why you are the best candidate for the role to: justine.mosley@DorsetFA.com or by post FAO Justine Mosley, Dorset County FA, Blandford Close, Hamworthy, Poole, Dorset, BH15 4BF.

The closing date for applications is 4.00pm, Monday 10th September with interviews scheduled to take place the week of Monday 17th September. Please note interviews will include a practical element and may be held in the evening.

Dorset County Football Association acknowledges the duty of care to safeguard and promote the welfare of children and young people. We are committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice. As this role may involve direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening process, which will include a Criminal Records Check, to ensure their suitability for the role.

Dorset FA is committed to equality of opportunity and welcomes applications from all sections of the community.

Football Development Activator/Coach - Role Profile

Job Title:	Football Development Activator/Coach		
Reports To:	County Development Manager	Jobs Reporting into the Job Holder:	N/A
1. Job Purpose			
<ul style="list-style-type: none"> • Planning, delivering and reporting of high quality coaching sessions across Dorset to impact on player participation in affiliated football activity in the county. • To support the delivery of the operational plan for Dorset County Football association in line with FA National Game Strategy targets with a specific focus on disability, female and futsal participation. 			
2. Principal Accountabilities/Responsibilities			
<ul style="list-style-type: none"> • Deliver high quality coaching sessions across a variety of settings to include: <ul style="list-style-type: none"> - FA Charter Standard Clubs - Disability Community Groups - Schools - DCFA events - Youth Groups • Contribute to the achievement of National Game Strategy key performance indicators (KPI's) in Dorset: <ul style="list-style-type: none"> - Disability - Female - Futsal • Support FA Charter Standard Clubs to retain and grow affiliated teams through: <ul style="list-style-type: none"> - FA programmes, for example SSE Wildcats - School-Club links • Develop Futsal provision in Dorset through engagement with clubs and leagues. • Generate revenue through planning and delivery of holiday sessions and club festivals. • Collate and report on players engaged within sessions through Dorset FA and FA systems. • Raise the profile of good news stories and the range of disability, female and futsal opportunities across the pathway. • Contribute to the County FA achieving the Equality Standard. • Contribute to the development team in achieving National Game Strategy KPI's across other work areas as required. • Attend events, meetings and committees as required (including evenings and weekends). • To undertake other duties as reasonably requested. 			

3. Knowledge/Experience/Technical Skills/Behaviours	
<p style="text-align: center;">Essential:</p> <ul style="list-style-type: none"> • FA Level 2 in Coaching Football. • Recognised First Aid Qualification • Knowledge and Understanding of Child Protection issues and hold current FA Safeguarding Children certificate. • An accepted FA Disclosure and barring Service Disclosure (must be completed ahead of employment commencing). • Practical football coaching experience in a paid or voluntary capacity. • Ability to use emails and Microsoft Office including Word and Excel. • Ability to work using your own initiative, with an organised and proactive approach to work to ensure that administration tasks and deadlines are met. • Demonstrate a working understanding and application of inclusion, equality and anti-discrimination, safeguarding and best practice. • Full driving license. 	<p style="text-align: center;">Desirable:-</p> <ul style="list-style-type: none"> • FA Level 3 in Coaching Football • FA Level 1 in Coaching Futsal • Specific experience of coaching Futsal. • Specific experience of coaching disability football. • Specific experience of coaching female players. • Working experience of sports/football development. • Knowledge of the structure and organisations within football both nationally and within Dorset FA. • Experience of successfully accessing funding. • Managing budgets and project costs against agreed targets. • Additional FA coaching qualifications. • Member of The FA Licenced Coaches Club. • Project management skills/experience. • Experience of report writing.
b) Behaviours – as defined in County Football Association Competency Model	
<ul style="list-style-type: none"> • Problem Solving • Team Work • Communicating • Delivery • Customer Excellence • Developing Self and Others 	

This job description is only a summary of the role as it currently exists and is not meant to be exhaustive. The responsibilities/accountabilities and skills/knowledge/experience/behaviours might differ from those outlined and other duties, as assigned, might be part of the job.