



JOB DESCRIPTION

JOB TITLE:	Head of Academy Football
DEPARTMENT:	Academy
REPORTS TO:	Academy Director
LOCATION:	Sir Jack Hayward Training Ground/International and National Travel
HOURS:	A minimum of 37.5 hours per week. Flexibility in this role is essential. Work may be subject to change with less than 24 hours' notice on occasions. Work will regularly be outside 'normal' working hours, in evenings, weekends and bank holidays. Attendance at academy matches/special events
DATE:	December 2025

We are Wolves. Progressive, determined, bright, unified and humble. A pack that is hungry for success. Wolves is one of the fastest-growing professional football clubs in the UK and also boasts one of the richest histories in the beautiful game.

Formed in 1877, Wolves was a founder member of the Football League and was one of the country's most successful sides in the fifties and sixties. During a two-decade spell, the Black Country's most decorated side won three First Division titles and one of its four FA Cups.

Fast forward 70 years, and Wolves are back amongst football's elite, in the Premier League for an eighth successive season, but now we compete as a sports and entertainment business across multiple brand verticals. As a challenger club, Wolves dare to be different, which is why creating world-class propositions in esports, fashion and music are all part of our ambitious plans.

At Wolves, we don't simply look to the future; we seize it.

We are committed to safeguarding and promoting the welfare of children, young people and adults at risk. We expect all colleagues and volunteers to share this commitment. This means that the post-holder is required to apply all relevant policies and uphold the Club's commitment to safeguarding children, young people and adults at risk

Job purpose

This role will oversee the full football programme across the Academy from U9–U21, ensuring the coaching, curriculum, learning environment, and player development systems meet the highest professional standards.

This role will lead **a full audit of the Academy Football Curriculum**, ensuring clarity, consistency, progression, and alignment across all phases. This role will also lead the **audit and development of coach development**, building a clear coach learning framework, CPD programme, mentoring structure, and standards of coaching practice.

The post-holder will be responsible for driving high-quality coaching, aligning the football philosophy across departments, and ensuring the Academy meets (and exceeds) Premier League EPPP requirements. They will work closely with the Academy Director, phase leads, and multidisciplinary



staff to deliver a football programme that accelerates player development and supports coaches to operate at a consistently high level.

Key responsibilities

Football Curriculum & Programme Leadership

- 🛡️ Lead a full audit of the current Academy football curriculum (U9–U21), including:
- 🛡️ Coaching philosophy
- 🛡️ Syllabus content and progression
- 🛡️ Session design
- 🛡️ Game model
- 🛡️ Individual development frameworks
- 🛡️ Align and illustrate a coherent Academy Football Curriculum that is phase-aligned, age-appropriate, measurable, and easy for staff to use.
- 🛡️ Ensure every phase (U9–U13, U14–U16, U17–U21) has clear learning outcomes, theme structures, game principles, and non-negotiables.
- 🛡️ Oversee the alignment of coaching delivery across all squads and staff.
- 🛡️ Build and maintain a clear Academy Game Model and ensure it is embedded in coaching, meetings, CPD, and player ILP work.
- 🛡️ Quality-assure all football programme delivery through ongoing observation, feedback, and planning reviews.

Coach Development & Standards

- 🛡️ Lead a full audit of the current coach development provision and coach competency levels.
- 🛡️ Design and deliver a Coach Development Strategy that includes:
- 🛡️ Individual Coach Development Plans
- 🛡️ Regular coaching observations
- 🛡️ Mentoring sessions
- 🛡️ Clear development priorities
- 🛡️ Progress checks and standards compliance
- 🛡️ Establish a structured CPD programme, including weekly workshops, in-service days, external speakers, and practical delivery sessions.
- 🛡️ Oversee and run weekly coaches' meetings, connecting planning, reflections, and programme alignment.
- 🛡️ Ensure coaches have support in session planning, periodisation, age-appropriate methods, and reflective practice.
- 🛡️ Build a transparent, supportive, and ambitious coaching environment with clear expectations and high professional standards.

Player Development Oversight

- 🛡️ Work with phase leads to ensure the quality of individual development plans (ILPs), player reviews, and 6–8 week MDT meetings.
- 🛡️ Ensure coaching delivery reflects the technical, tactical, physical, and psychological needs of each player.
- 🛡️ Oversee progression planning for players training and playing across squads.
- 🛡️ Maintain clear links between the football curriculum and each player's ILP targets.



- 🛡️ Support talent identification and provide a football performance lens for recruitment decisions.

Programme Quality Assurance

- 🛡️ Set and monitor football programme standards across:
 - 🛡️ Session delivery
 - 🛡️ Training tempo and behaviours
 - 🛡️ Learning environment
 - 🛡️ Player development focus
 - 🛡️ Matchday processes
- 🛡️ Lead regular programme audits and report findings to the Academy Director.
- 🛡️ Ensure compliance with all EPPP coaching and player development requirements.
- 🛡️ Oversee consistency of messaging, planning, and communication across all phases.

Leadership & Communication

- 🛡️ Be a visible leader who works daily with staff on the grass and in meetings.
- 🛡️ Drive collaboration between coaches, MDT staff, and recruitment teams.
- 🛡️ Present football programme direction, priorities, and progress updates to senior management.
- 🛡️ Support the Academy Director in developing the long-term strategic plan for the football pathway.
- 🛡️ Maintain strong relationships across all levels of the Academy and first-team football departments.

Safeguarding

- 🛡️ To follow and enforce best practice in relation to Safeguarding policies and processes, including but not limited to reporting procedures.
- 🛡️ To work alongside the Safeguarding Team and Designated Safeguarding Leads to ensure safeguarding standards are met and maintained.
- 🛡️ Keep maintaining CPD, knowledge and skills in relation to safeguarding practices, delivery and management.
- 🛡️ Responsible for structuring adequate safeguarding-related quality assurance assessments for relevant business areas.

General responsibilities

- 🛡️ Compliance with Club policies
 - 🛡️ Compliance with the Club's health and safety procedures
 - 🛡️ Compliance with the Club's safeguarding policies
 - 🛡️ To promote the Club's values of progressive, humble, determined, bright and unified
 - 🛡️ To work consistently to embed equality & diversity into the Club
 - 🛡️ To undertake such other duties as may be reasonably expected
 - 🛡️ To maintain professional conduct at all times
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Safeguarding

We are committed to safeguarding and promoting the welfare of children, young people and adults at risk. We expect all those associated with WWFC to share this commitment. This means that the post-holder is required to apply all relevant policies and uphold the Club's commitment to safeguarding children, young people and adults at risk.

Equality, Diversity, and Inclusion

The post holder will demonstrate a strong commitment to equality, diversity, and inclusion, supporting the organisation's strategic aims to remove barriers and address inequality. You will play an active role in promoting an inclusive, discrimination-free environment that ensures fair access to opportunities and resources. This includes fostering a culture of dignity, respect, and belonging where everyone is empowered to contribute, perform, and reach their full potential.

Key relationships

- 🏆 Academy Director
 - 🏆 Assistant Director of Performance
 - 🏆 Head of International Youth Recruitment
 - 🏆 Age Group Coach
 - 🏆 Technical Director
 - 🏆 First Team Coaches
 - 🏆 EDI Lead
 - 🏆 Head of Safeguarding
 - 🏆 Safeguarding Senior Manager – Academy Safeguarding Lead
 - 🏆 Health and Safety Team
 - 🏆 HR Manager
 - 🏆 Women & Girls Operations Lead
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Scope of the job

Deliver first-class coaching and development to all players in the elite group.



PERSON SPECIFICATION

Knowledge: the level and breadth of knowledge to do the job e.g. understanding of a defined system, method or procedure, legal or regulatory frameworks etc

Essential

- 🛡️ An understanding of Safeguarding children, young people and adults at risk.
- 🛡️ Knowledge of Safeguarding legislation, policies and procedures (including reporting platforms and/or requirements).
- 🛡️ Wellbeing knowledge in relation to supporting children, young people and adults at risk.
- 🛡️ Evidence of understanding the Premier League Elite Player Performance Plan (EPPP) rules and regulations.
- 🛡️ Previous experience of working within an elite football academy environment.
- 🛡️ A proven track record of developing youth players within the EPPP system.
- 🛡️ A Licenced member of Football Association Coaches Club.
- 🛡️ Understanding of maturation and long-term athletic development.
- 🛡️ A strong understanding of key organisational and operational requirements, including safeguarding, HR and Health & Safety.
- 🛡️ Experience of working within an Academy multi-disciplinary team.
- 🛡️ Knowledge and experience of reflective practice and personal development.
- 🛡️ An understanding of elite player behaviour and psychological aspects.
- 🛡️ Experience at a Category 1 EPPP Academy.

Desirable

- 🛡️ Experience of developing players who have played in the Premier League

Technical/work-based skills: skills specific to the job e.g. language competence, typing skills, coaching skills etc

Essential

- 🛡️ Good understanding of the rules of the game.
- 🛡️ Good use of IT e.g. Word, Excel, PowerPoint.
- 🛡️ Ability to provide reflective feedback using PMA.

General skills and attributes: more general characteristics e.g. flexibility, communication skills, team working etc

Essential

- 🛡️ Understanding of how to work safely with children, young people and adults at risk to uphold Safeguarding best practice.
- 🛡️ Promote, adhere to and implement the Club's Equality Policy and to work consistently to embed equality and diversity within Club.
- 🛡️ Can work effectively within a team environment and also independently.
- 🛡️ Excellent interpersonal skills.
- 🛡️ Ability to effectively liaise with players, parents, coaches, staff and senior management, including being able to deal effectively with situations/tasks, in both a methodical and creative way.
- 🛡️ Strong communication and public engagement skills.
- 🛡️ Availability for flexible working hours.
- 🛡️ Own transportation and clean driving licence.
- 🛡️ Takes responsibility for ensuring a high quality of work at all times.



- 🛡️ A genuine team player who leads from the front and will support and motivate other members of the team.
- 🛡️ An adaptive individual who can cope well under high pressure situations.
- 🛡️ A proven ability to multi-task and manage multiple projects.
- 🛡️ Hardworking and enthusiastic.

Experience: proven record of experience in a particular field, profession or specialism.

Essential

- 🛡️ Proven experience in a similar role.
- 🛡️ Member of F.A. Licensed Coaches Club
- 🛡️ Working with children and/or vulnerable adults

Qualifications: the level of educational, professional and/or occupational training required

Essential

- 🛡️ Post-holder must hold or obtain at the earliest opportunity and maintain the relevant safeguarding training (i.e. FA Safeguarding Children Workshop).
- 🛡️ Post-holder will be subject to a DBS check at the appropriate level and cleared by the Wolves Safer Recruitment Group
- 🛡️ U.E.F.A - A Licence
- 🛡️ F.A. Advanced Youth Award
- 🛡️ Up to date FA Emergency First Aid Certificate

Desirable

- 🛡️ Associate degree (college diploma or above)