



## JOB DESCRIPTION

**JOB TITLE:** Advanced Level Football Development Coach (Casual)  
**DEPARTMENT:** Football Development  
**REPORTS TO:** Football Development Officers  
**LOCATION:** Wolverhampton, Telford, Shrewsbury, Codsall, Newport, Cannock or Stafford  
**HOURS:** Casual  
**DATE:** February 2024

**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 and to ensuring that Wolves is free from discrimination and harassment.**

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### Job purpose

An opportunity for talented football coaches to deliver on the Advanced Player Development Pathway at various locations for talented players identified within the Football Development programme.

You will be a key component in the development and promotion of talented players into the Club's Academy player pathway. Supporting with the development of Advanced Player Development Squads/Teams that will incorporate fixtures.

As an Advanced Football Development Coach, you will coach and lead on Football Development activities and work with staff to deliver high quality sessions. You will provide support on the international programme to grow the Club's global brand and reach.

You will update player tracking and liaise with Football Development Officers and Academy staff on evaluation of players.

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### **Key responsibilities**

- Plan and deliver high quality sessions to talented players on the Advanced Player Development Pathway
- Support the clubs 'Pyramid' on player movement and prepare players for elite football environments
- Support with the creation and delivery of Advanced Player Development Squads/Teams that will include fixtures
- Liaise with parents providing high quality customer care
- Handle participants personal data in accordance with Club and GDPR policies
- Be responsible for the reporting of first aid and safeguarding incidents
- To follow and enforce best practice in relation to Safeguarding policies and processes including but not limited to reporting pro
- To work alongside the Safeguarding Team and Designated Safeguarding Leads to ensure safeguarding standards are met and maintained.
- Provide feedback and player evaluations to Football Development Officers, players, and parents
- Be available on a weekly basis to deliver during evenings and Saturday mornings
- Have flexibility to support our Soccer School programme during school holidays
- Assist the International programme on the delivery of sessions (UK & Overseas)
- Support International Growth with delivery on Touring groups who come to the UK

### **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
- 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

### **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.

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### **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.



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### Key relationships

- Football Development Manager
  - Football Development Officers
  - Participants and parents
  - Head of Coaching
  - Academy coaching and management structure
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### Scope of job

- Deliver on the ever-expanding Football Development activities in Wolverhampton and surround areas (Currently 10 different venues, over 800 children coached per week).

### Person Specification

**Job Title:** Advanced Level Football Development Coach (Casual)

**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

- Strong understanding of football development activities
- Understand how to promote the brand through football development activities
- Knowledge of coaching pathway structure
- Knowledge of player pathway (boys & girls)
- 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.

#### Desirable

- Knowledge of developing a coaching curriculum
- Knowledge and experience of working within player development at a professional football club

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

#### Essential

- Coaching players through a coaching structure
- Knowledge of current coaching trends
- Ability to assess and track player's progress
- Understanding and promoting the of the Club's vision, mission and values to our players
- To be able to act as a positive mentor to children and young people in sport
- Be a positive mentor to other casual staff or new casual staff
- Accurately record and complete relevant paperwork
- Planning and organisational skills

#### Desirable

- Evidence of working with targeted groups
- Evidence of working in recreational, development and elite levels



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

Essential

- Ability to communicate at all levels and with external and internal staff, parents, players
- Ability to build good relationships with external partners,
- Ability to remain calm under pressure
- Availability for flexible working hours during evenings
- Ability to travel around the club's domestic geographical area
- Availability to travel Internationally to deliver on activities
- 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.

Desirable

- Analytical skills, able to analyse data and make recommendations on improving the service or process

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

Essential

- Experience in delivering on Football Development activities (outfield or goalkeeping)
- Experience of delivering sessions on Advanced Player pathways
- Ability to identify players to progress through the players pathway

Desirable

- Working with children and/or adults at risk
- Experience with working with key stakeholders at a professional club

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

Essential

- Post-holder must hold or obtain at the earliest opportunity 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
- The FA UEFA B Licence (Level 3) or working towards
- The FA Safeguarding Children Course
- The FA Introduction to First Aid in Football
- The FA National Talent & Scouting in Football (Level 2) or working towards
- Post-holder must hold a current driving licence

Desirable

- The FA National Goalkeeping Course or working towards
- UEFA Goalkeeping B Licence or working towards
- Advanced Principles of Talent Identification & Development in Football