



JOB DESCRIPTION

JOB TITLE: Independent School Lead Coach (Hereford)

DEPARTMENT: Football Development

REPORTS TO: Football Development Officers

DIRECT REPORTS: International Football Development Manager + Global Football Manager

LOCATION: Hereford, Domestic and International.

HOURS: Casual

DATE: October 2026

We are Wolves. English football's original innovators.

As a founding member of the Football League, we boast one of the richest histories in the beautiful game, shaping modern football while always staying true to our Old Gold roots.

Our purpose is to make our pack proud by uniting our city, inspiring our communities and delivering unforgettable moments.

We challenge ourselves to be brave, embrace new ideas and take ownership of our actions, while earning trust through integrity, respect and humility. United as One Pack, we care for one another, celebrate our differences and work together to achieve more than we ever could alone.

At Wolves, we honour our past while shaping our future. Creating lasting memories for our supporters, our city and each other.

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

The Lead College Programme Coach will be responsible for leading and delivering a high-quality college programme with a partnered international school, working primarily on Mondays and Tuesdays in Hereford. The role will focus on development of football players in this international school, delivering high level technical and tactical sessions. The coach will build positive relationships with students, staff and relevant stakeholders, coordinate programme activities, and ensure that the college programme reflects the organisation's values and provides meaningful opportunities for student development and progression.

Alongside the core Monday and Tuesday responsibilities, the role will provide flexibility to support other domestic activities and programmes as required, contributing to the wider objectives Wolverhampton Wanderers' Football Development. There will also be opportunities to travel internationally and coach on overseas programmes, working with players and coaches across different locations and cultural environments. This role therefore requires an adaptable, enthusiastic and collaborative individual who is comfortable working across a range of settings and able to represent the organisation professionally both domestically and internationally.



Key responsibilities

- 🛡️ Deliver high-quality, engaging and age-appropriate training sessions for squads within the international school, aligned with the programme's coaching philosophy and objectives.
- 🛡️ Plan, organise and evaluate training programmes to support the technical, tactical, physical and personal development of students.
- 🛡️ Build and maintain strong working relationships with the international school, local coaches, staff, parents and key stakeholders to ensure effective communication and programme delivery.
- 🛡️ Lead and support the development of students both on and off the field, promoting high standards of behaviour, teamwork, commitment and personal responsibility.
- 🛡️ Support domestic activities, events, camps and programmes when required, demonstrating flexibility to meet the wider needs of the organisation.
- 🛡️ Travel internationally to support and coach on overseas programmes, camps and tours, representing the organisation professionally and maintaining consistently high coaching standards.
- 🛡️ 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 maintain CPD, knowledge and skills in relation to safeguarding practices, delivery and management.
- 🛡️ Manage session planning, equipment, and reporting tasks efficiently to ensure effective programme delivery.
- 🛡️ Provide feedback and insights on international project outcomes to support continuous improvement.

General responsibilities

- 🛡️ Represent Wolverhampton Wanderers professionally and positively at all times, maintaining the club's standards and values on a global scale.
- 🛡️ 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.



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

- Football Development Manager – International
- Football Development Manager - Domestic
- Football Development Officers.
- Touring Group Leads.
- Programme partners.
- Football Development Coaches.

Scope of job

Lead and deliver high-quality training to the players at our partner international school based in Hereford, building strong relationships with students, school staff and key stakeholders. Support wider domestic and international programmes through coaching, events and travel, helping to deliver a consistent, high-quality experience across all programmes



PERSON SPECIFICATION

Job Title: Independent School Lead Coach (Hereford)

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 coaching principles across all developmental stages, including recreational, grassroots, and elite player levels.
- Knowledge of effective session planning, delivery, and evaluation in line with FA and UEFA coaching standards.
- Ability to coach players from 14 to 18 within a team setting focussing on the 11v11 game.
- Awareness of safeguarding procedures and child protection policies, particularly in international and multicultural environments.
- Understanding of talent identification methods and the player development pathway.
- Familiarity with health & safety regulations and risk assessments in coaching environments.
- Cultural awareness and sensitivity when working across diverse international settings.
- An understanding of Safeguarding children, young people and adults at risk.
- Knowledge of Safeguarding legislation, policies and procedures (including reporting platforms and/or requirements).

Desirable

- Knowledge of delivering a coaching curriculum.
- Understanding of international football development structures and partner engagement strategies.

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

Essential

- Understanding of the club's vision, mission and values.
- Proven ability to plan, deliver, and evaluate high-quality football coaching sessions and coach education for a variety of age groups and abilities.
- Excellent communication and interpersonal skills, with the ability to engage effectively with players, parents, partners, and colleagues from diverse cultural backgrounds.
- Ability to work independently and as part of a team in high-pressure or unfamiliar environments.
- Strong organisational and time management skills, including the ability to manage travel schedules, session logistics, and reporting.
- Ability to adapt coaching techniques to suit different learning styles, languages, and cultural contexts.

Desirable

- Foreign language skills relevant to key territories.



- Competence in using digital tools for session planning, performance feedback, and communication (e.g., Microsoft Office, video analysis apps).

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

Essential

- Must be based near Hereford or willing to travel to deliver there on Mondays and Tuesdays.
- Excellent verbal and written communication skills, with the ability to adapt messaging for different audiences and cultures.
- Strong interpersonal skills and the ability to build positive relationships with players, partners, and colleagues across a range of settings.
- High level of flexibility and adaptability, particularly when working in different countries, time zones, and environments.
- Proactive and self-motivated, with the ability to work independently and use initiative when managing coaching programmes abroad.
- Team-oriented mindset with a willingness to collaborate with internal departments and external partners.
- Professional attitude and appearance, consistently representing the club's values and maintaining high standards of conduct.
- 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
- Resilient and calm under pressure, especially when facing logistical or cultural challenges during international assignments.

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

Essential

- Proven experience delivering football coaching sessions within a team setting.
- Demonstrated ability to work in international environments, with experience adapting coaching delivery to suit different cultural and player needs.
- Track record of successfully building and maintaining professional relationships with partners, clubs, schools, or academies.
- Working with children and/ or vulnerable adults

Desirable

- Experience working with or for a professional football club's international or community departments.
- Prior experience supporting domestic football development projects in collaboration with schools, clubs, or national governing bodies.



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

Essential

- Minimum UEFA B Licence (or equivalent recognised by the FA).
- FA Talent ID qualification (Level 1).
- Valid and up-to-date FA Safeguarding Children Certificate (or equivalent safeguarding qualification).
- Valid Emergency First Aid in Football qualification.
- Evidence of ongoing professional development relevant to football coaching and player development.
- 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

Desirable

- UEFA A Licence (or working towards).
- FA Talent ID qualification (Level 2 or above).
- Degree or formal qualification in Sports Coaching, Physical Education, or a related field.
- Additional coaching certifications (e.g. futsal, goalkeeping, strength and conditioning).
- Qualifications in languages relevant to key international regions.