



JOB DESCRIPTION

JOB TITLE: U21's Assistant Coach

DEPARTMENT: Academy

REPORTS TO: U21s Lead Coach/Head of Academy Football

LOCATION: Sir Jack Hayward Training Ground, Compton

HOURS: 37.5 hours, Academy home and away matches (weekend and evenings) as well as special events and dinners.

DATE: 12th Jan 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 to 2019, where an incredible two seasons at Molineux has seen Wolves clinch the Sky Bet Championship trophy with 99 points, followed by a seventh-place finish in the Premier League, which included memorable wins over Manchester United, Tottenham Hotspur, Chelsea and Arsenal.

But at Wolves it is all about what we will do, not what we have done. 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

To be responsible for assisting the lead coach in the U21s age group of the Academy and working alongside the Head of Academy Football in planning and delivery of the Coaching Competency Framework, Staff Development Plans, Players ILP's, Academy Training Needs Analysis and having a major influence on the analysis & delivery of the Academy Coaching Philosophy and pathway plan. This will include delivery of all KPIs, as required by the EPPP programme. In addition, the successful candidate will profile all players within the phase across the 4 corners (Technical/tactical, Physical, Psychological, Social).

Key responsibilities

- Be an ambassador of the W.O.L.V.E.S culture and philosophy
- Working alongside the U21's Head Coach to provide clear, up-to-date Training needs of every individual player current and required level of performance
- To be directly responsible for the planning and implementation of the U21 Individual development plans and review documentation



- To ensure that the U21's squad operates in accordance with FA/FAPL and PL rules and regulations i.e. FAPL/PL Reporting, Team sheets
- Review of all sessions and information on the online management tool (PMA), relevant for the U21s age group
- Collect all training registers for all players in the U21s and log on PMA.
- Co-ordinate 6-8 weekly multi-disciplinary reviews for each player, alongside the U21's Head Coach and Head of Academy Football
- To be committed to attend and deliver when required on the coach development days/evenings as part of your continual professional development
- To be responsible for your own behaviour and act in a manner that avoids and discourages any form of discrimination or harassment
- Maintain and enrich internal and external relationship
- 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.

Individual Player Development

- Working alongside the Academy Team, to develop players, within the Academy System, in line with the Academy APP's Smart Targets
- Understanding of player development and his might differ across the 4-corner model
- Being able to identify talent with the Academy System and work with the coaches to develop the player's individual needs and development plan

Their responsibilities leading an age group coach

- To ensure that equipment is sufficient and safe for training and ensure that all equipment is correctly put away following training
- Completion of the training register for all players, including session and player evaluation of training within 24 hours on the online management tool (Kit man labs)
- Responsibility for co-ordinating the team sheets and match arrangements on match days
- To be committed to the Coach Mentoring programme, involving video and written assessment as part of your continual professional development
- Take part in younger age group sessions as required.
- To ensure that all qualifications are re-validated as required every three years from date of qualification
- Responsibility for welfare of players – Child Protection
- Where required, complete the mandatory qualifications and relevant Continued Professional Development requirements as required by the Elite Player Performance Plan and associated governing bodies (The Football League, The Football Association).

Their personal growth as a U21's Assistant Coach



- Undertake self-development to ensure knowledge in relation to all aspect of coaching and coach development is up to date and forward thinking
- Build relationships throughout the Academy broader Club and community
- Maintain/enhance football and cross sport coaching competence.

General responsibilities

- Compliance with Club policies
- Compliance with Club's health and safety procedures
- Compliance with Club's safeguarding policies
- To undertake such other duties as may be reasonably expected
- To maintain professional conduct at all times.

Safeguarding

- This role involves working with children and/or vulnerable adults in a Regulated Activity (or in close proximity to children and/or vulnerable adults). This means that the post-holder is required to apply all relevant policies and uphold the Club's commitment to safeguarding vulnerable people.

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
- U21s Head Coach
- Head of Academy Football
- Director of Recruitment and Football Development
- Coaching staff



PERSON SPECIFICATION

Job Title: U21s Assistant Coach

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

- 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, to develop SMART targets.
- Knowledge and experience of reflective practice and personal development.
- An understanding of elite player behaviour and psychological aspects.
- 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

- Experience at a Category 1 EPPP Academy.

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/Hudl.

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.
- 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.
- Promote, adhere to and implement the Club's Equality Policy and to work consistently to embed equality and diversity within Club.

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

- U.E.F.A - A Licence
- F.A. Advanced Youth Award
- Up to date FA Emergency First Aid Certificate
- 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

- Associate degree (college diploma or above)