



JOB DESCRIPTION

JOB TITLE:	Football & Education Coach – P/T
DEPARTMENT:	Wolves Foundation
REPORTS TO:	Student Development Officer
LOCATION:	Molineux Stadium and working across the City of Wolverhampton
HOURS PER WEEK:	16 hours per week
WORKING ARRANGEMENT:	Your working pattern will be between Monday – Sunday and include evenings and weekend work.
DATE:	July 2026

Wolves Foundation plays a pivotal role in the city of Wolverhampton, serving as a trusted and influential force for positive change. Through a dedicated team of skilled staff and volunteers, the Foundation leverages the strong local connection to Wolves to motivate, educate, and inspire individuals and communities to improve their lives.

As it embarks on its 2030 strategy, the charity works collaboratively with key local partners—including the local authority, police, health services, and education providers—to identify and address societal challenges and health inequalities. Using data and insight, it delivers evidence-based interventions through a wide range of projects aligned with its four strategic priorities;

- Economic Prosperity and Employment
- Community Safety
- Health and Wellbeing
- Stronger Together

Community engagement is central to the Foundation's mission, with a commitment to removing barriers to participation regardless of age, gender, race, religion, sexual orientation, or disability. Its work spans 225 delivery sites across the city, engaging tens of thousands of participants from as young as one month to over 100 years old.

All employees are expected to embody the Foundation's core values and ethos, ensuring excellence in delivery. Professionalism and adherence to contractual, operational, and policy standards are essential to maintaining the integrity and impact of the Foundation's work.

Job Purpose

To support the delivery of the Football & Education programmes across the Further Education, Employability and Skills Department. The role delivers coaching sessions across the academic year to support and provide learners with an exciting football programme whilst studying on their programme. The candidate will also support the delivery of enrichments and wider sessions within the department



Wolves Values – what we stand for:

Purpose: To make our pack proud by uniting our city, inspiring our communities, and delivering unforgettable moments.

- **One Pack:** Collaborate, build trust and care for each other.
- **Be Brave:** Be bold, honest, and embrace challenges with courage.
- **Raise our Game:** Seek improvement and strive for excellence in everything we do.
- **Own It:** Act with integrity and take full responsibility for actions and results on and off the pitch.
- **Stay Humble:** Show respect, listen to others, and leave egos at the door.

Key responsibilities

- 🦊 To have a clear understanding of the Wolverhampton Wanderers Foundations core values and objectives.
- 🦊 To positively represent the Wolves Foundation and brand internally and externally.
- 🦊 To facilitate and lead all football sessions including training and games programme.
- 🦊 To lead, plan and deliver enrichment activity across the Football & Education Sixth Form Academy.
- 🦊 To establish new relationships and maintain existing relationships with key stakeholders and partner organisations.
- 🦊 To manage training and fixtures for designated teams.
- 🦊 To develop student personal development programme to support student achievements.
- 🦊 To deliver recruitment activities to support the growth and development of the programme.
- 🦊 To develop and enhance various recruitment strategies to enhance the identity of the programme.
- 🦊 To deliver secondary school & grassroots activations to develop further links with external partners.
- 🦊 To deliver on additional Foundation activities such as Matchday Ball Crew
- 🦊 To manage all administrative duties for the programme as required.
- 🦊 To provide pastoral and professional support to students as required.
- 🦊 To build pathways into the Wolves Foundation post 16 programmes.
- 🦊 To support students into positive destinations including our degree programmes at Wolves Foundation.
- 🦊 To hold and attend careers fairs, information evenings and events to showcase the Post 16 programmes available at Wolves Foundation.
- 🦊 Perform other duties as required and directed by your line manager which are considered relevant to the post and to the objectives of the Foundation.
- 🦊 Ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relations amongst employees and customers.
- 🦊 To ensure positive commitment to sustainability and social action projects and targets in line with the Foundation's One Pack One Planet action plan.



Safeguarding responsibilities

- To work alongside the DSL to ensure safeguarding standards are met and maintained.
- Keep own CPD, knowledge and skills up to date in relation to our area of delivery and management.
- Responsible for structuring adequate quality assurance for their department.

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

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

Contractual Information

- Due to the nature of your role, there will be an occasional requirement to work evenings and/or weekends which will be directed by your line manager.

Key relationships

- 🏆 Wolves Foundation Senior Management Team.
- 🏆 Foundation Management Team.
- 🏆 Foundation Post 16 Department.
- 🏆 Local stakeholders/partners.
- 🏆 Partner schools.
- 🏆 High Schools throughout Wolverhampton.



Person Specification

Job Title: Football & Education Coach – P/T

Knowledge: the level and breadth of knowledge to do the job	Essential	Desirable
Experience of working with post 16 students	✓	
Excellent knowledge and experience of delivering high quality football sessions.	✓	
Experience of coaching independently and as part of a wider team	✓	
Understanding of the OFSTED inspection framework and processes		✓
High quality delivery of Post 16 projects and programmes.	✓	
Excellent understanding of effective planning and evaluation processes.	✓	
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.	✓	
Excellent understanding of mentoring and wellbeing support.	✓	
Excellent partnership working with various stakeholders including partner school staff.	✓	
Strong understanding of equality, diversity and inclusion and ability to provide opportunities for all participants	✓	
Technical/work-based skills: skills specific to the job	Essential	Desirable
Understanding safeguarding reporting procedures	✓	
Ability to embed Equality, Diversity, and Inclusion throughout all components of the role.	✓	
Ability to support the delivery of appropriate session to meet the needs of the students.	✓	
Strong IT and presentation skills	✓	
Competency around evaluation of session engagement.	✓	
Ability to implement successful session tracking systems.	✓	
Ability to successfully develop case study and impact reports.	✓	
Ability to effectively delegate tasks and responsibilities to team members	✓	
Ability to manage your own workload and effective time keeping	✓	
Experience of meeting project KPI's	✓	
Experience of project and data management programmes.		✓
Experience of completing project monitoring reports		✓
General skills and attributes	Essential	Desirable
Understanding of how to work safely with children, young people and adults at risk to uphold Safeguarding best practice.	✓	
Excellent project organisation and time management skills	✓	
Availability for flexible working hours	✓	
Ability to travel around the Wolverhampton Wanderers Foundation geographical area or to get to Molineux Stadium	✓	



🛡️ Committed to making a positive impact to beneficiaries	✓	
🛡️ Resilient and compassionate	✓	
🛡️ An energetic team worker	✓	
🛡️ A strong set of values that meets the organisations own values	✓	
Experience: proven record of experience in a particular field, profession, or specialism.	Essential	Desirable
🛡️ Working with post 16 students	✓	
🛡️ Expereince of working with participants with a range of needs	✓	
🛡️ Working in a sports setting	✓	
🛡️ Working in a school environment	✓	
🛡️ Experience of successful data collection methods	✓	
🛡️ Experience of working with participants with a disability		✓
🛡️ Experience of developing project specific resources to aid delivery		✓
🛡️ Experience of working with children, young people and adults at risk.		✓
🛡️ Experience of reporting and handling Safeguarding concerns.		✓
🛡️ Experience of line managing/ leading people		✓
🛡️ Experience of project management		✓
🛡️ Experience of reporting safeguarding incidents		✓
Qualifications: the level of educational, professional and/or occupational training required	Essential	Desirable
🛡️ 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	✓	
🛡️ Post-holder must have UEFA C License or equivalent	✓	
🛡️ Post-holder must have Level 2 in Mentoring or equivalent		✓
🛡️ Post-Holder to have a UEFA B Licence equivalent or higher		✓
🛡️ Post-holder must hold a valid driver's license.		✓
🛡️ Post-holder to be educated at degree level or higher in a relevant area.		✓
🛡️ Drivers Licence free of penalties and ownership of own vehicle.		✓
🛡️ Management or Leadership qualification		✓

NB: This job description and personal specification is intended to be a general guide to the scope of the duties and not an inflexible specification.