



JOB DESCRIPTION

JOB TITLE:	ETC Player Development Lead (Girls)
DEPARTMENT:	Academy- W&G's
REPORTS TO:	Wolves Women Manager
LOCATION:	Sir Jack Hayward Training Ground and Thomas Telford
HOURS:	12
DATE:	July 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 1975 as Heathfield Rovers, initially as a West Midlands League second division club, they later became Wolverhampton & Wednesbury Tube and then Wolverhampton Ladies before taking the name Wolverhampton Wanderers in 1993. In the 1993/94 season they were promoted to the Premier League, which was then the topflight of Women's football.

In 2008/09 the women and girl's programme were taken on board by the Wolves community trust, this support continued until 2021/22 season where the academy took control of the female provision, ensuring the boys and girls alike are given opportunities to play at Wolves.

2019/20 season and 2020/21 season saw Wolves Women top of the table in both seasons only to have the leagues ended abruptly due to COVID. This prevented promotion to tier 3, however Wolves were successful in an 'upwards movement' initiative allowing them to move into the FA Women's National League, Northern Premier Division.

After winning tier 3, at the first time of asking, the club to have cemented their status within the FAWNL having finished second last season to a full time Nottingham Forest. As we embark on our fifth season within the division we are aiming for our next steps to be WSL2 football for the first time in the club's history.

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 create a culture that maximises the talent of each Club Player in all aspects of the four corner model to maximise the quality of team performance and ensure that Licence criteria are being met. This role is part time.

KEY ACCOUNTABILITIES:

- To build a successful youth pathway that works toward producing first team players.
- To oversee development of youth players
- To attend training sessions and Matches for the ETC and academy.
- Implementing a training programme in line with LTPD guidelines



- Supporting the aims and objectives of the England international development pathway from youth teams to senior team.
- Ensure high standards of coaching delivery across Youth programme
- Developing and overseeing a continuous professional development programme, to include a comprehensive mentoring strategy, for coaches and support staff involved within the Club.
- Ensuring the Club adheres to The FA standards for safeguarding.
- Formal monitoring and evaluation of Club Player and coach performance of the Club.
- To develop a strong relationship with other teams in the region.
- Representing the Club at relevant League Competition meetings.
- To ensure that the Club adheres to The FA Rules and Regulations and Competition Rules.
- To ensure that the Club adheres to Respect guidelines.
- Maintain positive relations and regular contact with key England International staff (Head Coach/Director of Elite Development/relevant age group coaches and Player Performance staff).

PERSONAL SPEC:

- Aware of diversity and equality challenges in football.
- Empathy and commitment to the long-term development of the game.
- Track record of consistent high performance in a professional environment.
- Strong existing relationships within the Women's pyramid in England.
- Willingness to work weekends.
- Ability to travel independently.

Safeguarding

This role carries a specific safeguarding responsibility. 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.

Key relationships

- **Head of Women and Girl's Football** - 1 to 1 Line Management and support.
- **Academy Operations and Admin Team**- build strong relationships with the Academy Drivers, Stewards and Administrative staff to understand the needs of the department.
- **Player Care Team**- work closely with regards to player welfare.
- **Designated Safeguarding lead**- for support with process and concerns.
- **Professional, Youth and Foundation Phase Staff**- liaise with regularly to gain knowledge of the players transition needs.
- **Coaching MDT**- build a productive team that offers the best provision possible for players.
- **Recruitment Team**- build a relationship to ensure the transition of players into the Academy is smooth and high quality.

Scope of job



To lead a successful youth football programme, and Develop youth players to become part of the Women's team.

Hours of Work

The role will include weekend and evening work as standard.



Person Specification

Job Title: Girls PDL

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

- Experience of working in a optional leading other coaches.
- Experience of creating and leading a high performing team (youth environments)
- A proven track record in a high energy, fast moving, pressurised environment.
- Ability to deal with confidential and sensitive information.

Desirable

- Knowledge of governing body rules within football (i.e. PL, FA, UEFA) to include an understanding of the current WSL/Championship/FA WNL/Junior league regulations.

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

Essential

- Proficient in use of word, hudl, Veo and excel.
- Competent in Outlook diary and email management.
- Willing to learn the use of new database programmes such as P4F, WGS and Got sport
- Able to develop effective working relationships at all levels.
- Able to manage own time and tasks efficiently with a high attention to detail.

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

Essential

- Understanding of how to work safely with children and/or vulnerable adults and uphold generally accepted practice when working with those participants.
- Promote, adhere to and implement the Club's Equality Policy and to work consistently to embed equality and diversity within Club.
- Ability to multi-task and handle changes to plans and workload in a positive manner.
- Possess communication skills that are clear, engaging and responsive.
- Management of time, working to tight deadlines to ensure priorities are met.
- A proactive approach and the ability to work well under pressure in a fast-paced, demanding role.
- Highly effective written and verbal communication skills.
- Conscientious and motivated with high level of personal initiative.
- Approachable, personable and humble.
- Strong team player.
- Willing to self-evaluate and work towards continuous improvement.
- Prepared to take on whatever work is required to support the team.

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



Essential

- Proven experience of working in a people centred environment.
- Development and Implementation of administration processes and procedures
- MDT Management experience.
- Able to demonstrate success in a logistical/operations role

Desirable

- Working with children and/or adults at risk.
- Experience of working in a Professional Football Club or Sporting environment.
- Experience of high performance in a high pressured environment.

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

Essential

- UEFA B Licence holder
- Empathy with young players with an ability to inspire.
- Excellent communication skills with the ability to build meaningful, strong strategic relationships with Club staff.
- Safeguarding and 1st aid qualifications up to date.

Desirable

- Understanding and empathy with education and learning with a strong commitment to personal development and training.
- Coach mentoring/ coach education experience.
- Effective coaching in the female game- attendance