



## JOB DESCRIPTION

**JOB TITLE:** Academy Coach (Part-Time)

**DEPARTMENT:** Academy

**REPORTS TO:** Head of Coaching & Player Development / Phase Lead Coach

**LOCATION:** Sir Jack Hayward Training Ground, Compton Park

**HOURS:** 12 hours per week, exact hours and days to be agreed, flexibility in this role is essential as it includes evening and weekend work.

**DATE:** July 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 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.**

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### Job purpose

The role of the Part-Time Academy Coach is to work alongside the Coaching staff within the Academy to support delivery of the Coaching and games programme in line with the Coaching Competency Framework, Staff Development Plans, Players ILP's, and Academy Training Needs Analysis. This will include delivery of all KPIs, as required by the EPPP programme. In addition, the successful candidate will support all players within the phase across the 4 corners (Technical/Tactical, Physical, Psychological, Social).

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### Key responsibilities

- Organisation and Delivery of the Coaching and Games Programme in line with Wolves values and behaviours.
- Support Coaching duties for the Academy age groups.
- A clear understanding of the Club Philosophy and Academy Performance Plan.
- Multi-disciplinary communication to ensure the well-being and holistic development of the Academy Players
- Implementing and maintaining the Premier League's 'Elite Player Performance Plan' (EPPP) rules and regulations for the Academy age groups.



## Coaching

- Support in the planning, delivery and evaluation of every coaching session in accordance with the Club Philosophy, Coaching Plan and Coach Competency Framework.
- Along with relevant support staff, ensure that the training programme is clearly planned with clear objectives on a Macro, Meso and Micro level.
- Document each session plan prior to delivery of the coaching session, including individual and team key coaching points and learning objectives for each player using the Football Intelligence Platform (FIP).
- Evaluate coaching sessions, documenting achievement of learning objectives on the FIP.
- Link all individual and team learning objectives to the Phase Technical Coaching Programme.
- Plan each coaching session in accordance with the individual player and team requirements of the Sports Science and Medicine departments.
- Plan, deliver and evaluate every coaching session using methodology specified within the Club Philosophy Guide.
- Plan, deliver and evaluate every coaching session using vocabulary detailed within the Club Philosophy Guide.
- Ensure that the Performance Clock is maintained and updated daily for each player on the reflecting all training information.
- Ensure all sessions are delivered with a compliant approach to Health and Safety.
- Develop and maintain a positive learning environment to maximise each players learning potential in line with the requirements of the Coach Competency Framework.

## Match Day

- Ensure that all teams play in line with the Club Football Philosophy Guide.
- Document Match Day planning and evaluation using the FIP.
- Document individual and team key coaching points in each Match Day plan that are linked to the Club Football Philosophy and individual player aims on the FIP.
- Evaluation of the player's performance against the players individual aims.
- Emphasise individual and team learning objectives during pre-match, half time and post-match team talks and player interaction.
- Ensure a warmup and cool down is conducted on each Match Day according to the Academy Coaching Programme.
- Evaluate all matches, documenting achievement of learning objectives or action plan for next coaching session/Match Day.
- Ensure that the Performance Clock is maintained and updated daily for each player on the FIP, reflecting all training information.
- Exhibit touchline behaviour according to the Coach Competency Framework.

## Performance Reviews

- Support Player Performance Reviews for each player, involving MDT staff in the process.
- Link Player Performance Reviews to the learning outcomes of the Academy Coaching Programme.



- All the above information to be maintained on the FIP.

#### General Duties

- Work with the Coaching staff to ensure individual coach development plan is in place with the appropriate CPD programme.
- Carry out any other reasonable duties that may arise or be assigned by the Senior Management Team.
- Attend special events, dinners, induction seminars

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#### 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

- This role involves working with children, young people, and adults at risk in a Regulated Activity. 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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#### Key relationships

- Head of Academy – Football
- Head of Academy – Operations
- Head of Coaching & Player Development
- Academy Operations Manager
- Lead Phase Coach
- Lead Age Group Coach
- Lead Academy Goalkeeping Coach
- Multi-disciplinary team (Foundation Phase/Youth Development Phase & PDP)
- Recruitment Staff
- Football Administration Department
- Academy staff in support of each players development
- To ensure positive relationships with players, parents, and host families



## Person Specification

**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.

### Desirable

- Experience at a Category 1 EPPP Academy.

**Work-based skills: skills specific to the job e.g. language competence, coaching skills, etc**

### Essential

- Good understanding technical demands of elite football.
- Ability to connect with Academy players.
- Understand of appropriate coaching strategies.
- Ability to provide reflective feedback using FIP/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 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.
- Understanding of how to work safely with children and/or vulnerable adults and uphold generally accepted practice when working with those participants.
- 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.
- Proven record of commitment to a long-term project.
- 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.
- A good understanding of how to use Microsoft Office.

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

Essential

- Proven experience in a coaching role.
- Member of F.A. Licensed Coaches Club
- Working with children and/or vulnerable adults

Desirable

- Proven experience in a similar coaching role. (I.e Academy Football)

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

Essential

- Post-holder will be subject to a DBS check at the appropriate level and cleared by the Wolves Safeguarding Manager
- UEFA B Licence
- FA Youth Award
- Up to date FA Emergency First Aid Certificate
- 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 Safeguarding Manager

Desirable

- Associate degree (college diploma or above)
- FA Advanced Youth Award.