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| **Position** | **photo.PNG**  **Football Enrichment Officer** |
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| **Salary** | Band 2. S.C.P 5 - 8 (Currently £18,231 - £21,105). |
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| **Location** | Seasiders Way, Blackpool. FY1 6JJ |
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| **Type of Contract** | Full Time |
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| **Closing Date**  **Interview Date** | No later than 5pm on Monday 23rd September 2019  Week Commencing Monday 30th September 2019 |
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| Blackpool FC Community Trust is a vibrant and forward thinking organisation and is the official charity of Blackpool Football Club. Working with more than 20,000 different people in the town every year and committed to making a difference to local people’s lives, BFCCT focuses provision across Health & Wellbeing, Physical Activity & Sport and Education & Employability for all age groups and community settings.  This is a very exciting time to be joining the ever growing charity and become part of a Football Club committed to supporting its town and building a community we can all be proud of. An exciting opportunity has arisen for someone to join Blackpool FC Community Trust as part of the Further and Higher Education team. We are looking for a Football Enrichment Officer who will lead on the coaching and development of our BTEC Sport learners. The post will also support in the delivery of events and opportunities for potential new students on Blackpool FC Community Trust education programmes.  The post holder will be jointly responsible and accountable for making sure all KPI’s and targets are met for all programmes within their remit, facilities are booked, and that all delivery is suitably covered to a high standard. Ensuring high quality monitoring and evaluation methods and techniques is a crucial component of this to meet the needs of the commissioners and target audience. The post holder will also work alongside the Head of Education and Employability, Further and Higher Education Manager and Education Recruitment Manager to develop the football enrichment offer across all the education pathways.  **How to apply:** Please send your completed application form to Selina Hayes by email: [selina.hayes@bfcct.co.uk](mailto:selina.hayes@bfcct.co.uk). If returning by post, please send to Blackpool FC Community Trust, F.A.O. Selina Hayes, Head of Education and Employability, Bloomfield Road Stadium, Seasiders Way, Blackpool. FY1 6JJ.  For an informal conversation about the role, please contact Selina Hayes on 01253 348691.  Interviews will take place during week commencing Monday 30th September 2019.  **Please note that the job will be subject to satisfactory references and enhanced DBS procedures.** | |

**Job Description**

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| **Job title** | Football Enrichment Officer | **Reporting line** | Further and Higher Education Manager |
| **Purpose of role** | Blackpool FC Community Trust is seeking to appoint an enthusiastic and dedicated individual to organise and deliver the football enrichment programmes across the education pathways. This will include the following:   * Planning and delivery of high quality and professional standard football training sessions for our BTEC Education programme for 16-19 year olds * Planning and delivery of high quality football sessions in local secondary schools and local junior football clubs * Support development of a highest standard enrichment programme for the Community Trust’s BTEC Sports Coaching Programme * Coordinate and manage the BTEC Sports participation in the EFL Trusts CEFA 11 aside Football League and the EFL Trust Futsal competition * Supporting learners and volunteers with CPD opportunities * Support in the recruitment of new learners to further and higher education pathways * Supporting, where required, other related projects * Any new projects within this strand that are developed   The successful candidate must have delivery experience and preferably a knowledge and experience of the programmes that will be managed. | | |
| **Key Tasks** | * Plan and deliver a coaching programme for the BTEC Football Academy. * Develop relationships with local high schools to promote post 16 education pathways and support in football opportunities * Plan, coordinate and deliver after schools and lunch time clubs in local high schools. * Develop relationships with local grass roots football clubs to support recruitment of new learners. * Record student’s attendance on a daily basis. * Be responsible for maintaining a positive and safe learning/training environment with regards to health and safety, professional standards, appearance. * Administration of matches and leagues, including contacting clubs, updating results and contacting referees * Support the Education Recruitment Manager in delivering the recruitment strategy, including taster sessions and football development camps. * Communicate with parents re student’s progress, attitude to learning, punctuality and attendance through term reports * Support the teaching staff in ensuring learners attend education sessions and work is up to date. * Commit to CPD events and support the Trust with community events. * Support BTEC and Degree learners in their coaching development as a mentor and through the delivery of coaching workshops. * Attend and manage Blackpool FC Community Trust football fixtures. * Transport of teams to fixtures, driving of the minibus. * Preparation of football kits. | | |

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| **Essential Skills** | * Excellent verbal and written communication skills. * Positive attitude and strong focus on teamwork. * Ability to effectively communicate with partners and people from all backgrounds. * Ability to support young people and maintain positive relationships with them. * Focused on achievement, targets, and continuous improvement. * A high degree of flexibility. * Capable of presenting information, orally and in writing * Have skill to plan and organise information * Ability to work under pressure and to tight deadlines * Ability to work on own initiative * Competent IT skills |
| **Essential Qualifications** | * Full driving license and the use of a vehicle   • UEFA B License coaching qualification  • FA Safeguarding Certificate (or willing to undertake within one month of start of role)   * FA Emergency Aid certificate (or willing to undertake within one month of start of role) |
| **Essential Knowledge** | * Knowledge of safeguarding and child protection * Knowledge of coaching strategies to support and develop players * Knowledge and understanding of issues affecting young people in education * Knowledge of 11 aside football and Futsal rules and regulations. |
| **Essential Experience** | * Minimum of two-years coaching experience with players aged 14–19 years old * Delivering football and sport in school settings * Experience in the management of football teams and football development programmes * Monitoring and evaluation of programmes * Proven track record of successfully working with young people with various needs and who are hard to engage * Experience of planning and delivering football tournaments and events |
| **Desirable** | * Experience of working in the Charitable sector * Previous experience working at a Football Club Community Trust / Foundation * Previous experience working at a Football Club Academy * Sports Degree in any discipline * UEFA A License * Detailed knowledge of current and future funding streams and requirements. * Additional coaching qualifications in other sports. * D1 driving license |
|  | Blackpool FC Community Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This role involves the supervision of and work with children and young people or vulnerable adults and therefore you will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by The FA. As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.  As Blackpool FC Community Trust is a diverse organisation that respects differences in race, disability, gender, gender identity, sexual orientation, faith, background or personal circumstance we welcome all applications. We want everyone to feel valued and included within the organisation in order to achieve their full potential. Blackpool FC Community Trust is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate.  You provide several pieces of data to us directly during the recruitment exercise. In some cases, we will collect data about you from third parties, such as employment agencies, former employers when gathering references.  Should you be successful in your job application, we will gather further information from you.  If you would like to know more about the data we collect and how we use the data please email selina.hayes@bfcct.co.uk. |

Last Updated: August 2019