



Job & Person Description

Job Title	Head of Academy Coaching
Department	Academy
Reports to	Academy Manager
Responsible for	Lead Phase Coaches, Head of Academy Goalkeeping & Head of Academy Analysis
Purpose of role	
<p>To contribute to the development of footballers within the Academy programme. Helping the academy achieve its vision of becoming 'a leading Category 2 Academy developing a minimum of 3 academy graduates per season'.</p> <p>To lead the coach development & CPD programme. To lead on all aspects of the coaching programme and methodology including its continued development. Ensuring performance of coaching staff in alignment with the coaching and playing philosophy from Under 9-Under 21s. Ensuring the academy's coaching department meets compliancy and safe to operate expectations for audit processes.</p>	

Main Duties

Duties

- To lead on all aspects of the coaching programme, methodology and Academy Performance Plan (APP) including its continued development
- Ensuring the Academy's coaching department meets compliancy and safe to operate expectations for audit processes
- To lead on the academy's coach development and CPD programme - including the development plans for individual coaches and the CPD calendar
- To oversee the implementation of the coaching and playing philosophy across all age groups
- To performance manage and develop coaching staff and the Head of Academy Analysis
- To play a key role in driving the MDT process for player development and IDPs across all phases of the academy
- To be an important part of the Academy Management Team (AMT)
- Being a key decision-maker across all departments and phases of the Academy
- To lead and maintain the development of the Academy's Coach Competency Framework (CCF)
- To maintain an up-to-date Training Needs Analysis (TNA) for coaches
- To liaise with governing bodies such as The FA, PFA and Premier League to assist the upskilling of coaches within the academy undergoing qualifications
- Working closely with Lead Phase Coaches in the designing of training and games schedules
- Working with the Head of Academy Analysis to maximise the effectiveness of the analysis provision for both individuals and teams throughout the Academy
- Alongside other key coaching staff, ensuring the effective onboarding and inducting of coaching staff within the Academy
- To play a significant role in the safeguarding and development of all the children that fall under your provision in alignment with our academy methodology
- Embodying club and academy values at all times
- Communicating with parents effectively when required
- Ensuring mandatory enrolment and participation in the Premier League's EHOC programme

Other responsibilities

- Be available to travel to other sites outside of their region (if required)
- Be aware of the PUFC policies, procedures & best practise so that concerns of non-compliance can be raised at all times e.g. Safeguarding, Inclusion, Diversity
- Always ensure GDPR and CQC compliance
- To maintain confidentiality and observe data protection and associated guidelines where appropriate.
- Support, guide and encourage other staff in personal and professional development
- Self-assess and work on own personal and professional development
- Help new colleagues through induction process and complete all areas to the highest standard
- To uphold the values of Peterborough United Football Club (PUFC) and not tolerate offensive, discriminatory or intimidating language or behaviour.
- To act as an ambassador/role model for PUFC and consider conduct takes into account the club's commitment to equality and safeguarding.
- To ensure PUFC provides a level playing field for all its fans, players and guests.
- Promote an inclusive environment within the club for colleagues, supporters and visitors, championing a zero-tolerance approach to bullying, harassment and victimisation within PUFC
- Demonstrate a commitment to PUFC's safeguarding policy.
- Promote EFL and FA regulations and ensure compliance with these.
- Ensure PUFC upholds current legislation, in particular, in relation to equality, health and safety and safeguarding.
- Be responsible for reporting any concerns to a senior colleague in relation to equality, health and safety and safeguarding immediately

In addition to these responsibilities carry out such duties as may reasonably be required. The above duties are a guide to the nature of the work required & are not intended to reflect all tasks associated within the role.

Person Specification

These are the attributes you need to be to be considered for this role. All criteria are essential unless stated as desirable only. To be considered for working at PUFC we expect you to share and demonstrate Our Values. These are a key part to you getting the most out of work at Peterborough United Football Club.

Experience & Qualifications

- UEFA A Coaching Licence
- FA Advanced Youth Award
- Emergency First Aid in Football (EFAiF)
- Up-to-date safeguarding certification
- Extensive experience working within player development
- Experience working in a similar role within academy football (desirable)
- Premier League's Elite Head of Coaching Programme (EHOC) (desirable)

Skills and personal attributes

- Well-presented and professional
- High organisational and planning skills
- Ability to communicate to, build relationships with and provide feedback to adults effectively
- Ability to communicate to, build relationships with and teach young people effectively
- Ability to travel to various sites
- Ability to build excellent working relationships with our managers, colleagues and staff
- Plan and prioritise workload and own administration so that deadlines and standards are met
- High level of integrity and discretion
- Strong work ethic with a can-do attitude with drive and self-motivation
- IT skills to be able to use platforms such as PMA and Hudl
- Strong understanding of the game, player development and coach development