



Job & Person Description

Job Title	Head of Academy Goalkeeping (Permanent Contract)
Department	Academy
Reports to	Academy Head of Coaching & Academy Manager
Responsible for	The Head of Academy Goalkeeping will be responsible for all elements of the goalkeeping programme within the academy. The role will oversee the development of all academy goalkeepers from Under 7's-Under 21.
Purpose of role	
Accountabilities	
<ul style="list-style-type: none"> The Head of Academy Goalkeeping will be accountable for all elements of the goalkeeping programme within the academy from Under 7's-Under 21's age groups. Helping the academy achieve its vision of becoming 'a leading Category 2 Academy developing a minimum of 3 academy graduates per season'. 	

Main Duties	
Duties	
<ul style="list-style-type: none"> To play a leading role in the development of academy goalkeepers throughout the system. To play a leading role in the designing, implementation, and continued evolution of the goalkeeping coaching programme across the age groups. To plan and deliver effective coaching sessions across the different phases. To liaise with other staff in developing and implementing Individual Development Plans for academy goalkeepers. Use HUDL and Veo to produce and then deliver video content for the players. To play a key role in the development of academy coaches – liaising with the Head of Academy Coaching. To attend and contribute to the Academy CPD programme and coach meetings. Ensuring player-parent reviews are arranged and delivered effectively across the season. To liaise with recruitment staff and coaching staff to identify need for recruitment of goalkeepers and progress of trialists across the age groups. Ensure health and safety procedures are implemented and recorded as required. Attend any relevant training requirements e.g. first aid, safeguarding children. Assist with parent communication. Work and communicate with the 1st team goalkeeping coach to manage the transition of academy goalkeepers and report on the progress of goalkeepers within the system. To ensure the goalkeeping department maintain accurate records of training and match outcomes using the Performance Management Application (PMA). 	
Other responsibilities	
<ul style="list-style-type: none"> 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 Work within the company processes (People, Finance, Training, Estates and Marketing Team). Seek advice & guidance if required ensuring employees and processes work seamlessly together Attend meetings, training, and professional updating as and when required To adhere to existing working practices, methods, procedures, undertake relevant training and development activities and to respond positively to new and alternative systems. 	

- To maintain confidentiality and observe data protection and associated guidelines where appropriate.
- Self-assess and work on own personal and professional development
- 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 considers 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.

Key Skills and Experience (Essential):

- UEFA B Goalkeeping Licence
- UEFA B Licence Outfield
- In date Safeguarding Certificate
- EFAiF L2 First Aid Qualification
- Ability to lead & drive a department
- Excellent knowledge of long-term player development
- Extensive experience of working within a strategic environment to support the long-term development of goalkeepers
- A desire and motivation to develop young goalkeepers
- Ability to connect and communicate with young footballers

Key Skills and Experience (Desirable):

- UEFA A Goalkeeping Licence
- UEFA A Licence
- FA Advanced Youth Award
- Previous experience leading an academy goalkeeping department
- Extensive experience working across Foundation, Youth Development and Professional Development Phases

Skills and personal attributes

- Well-presented and professional
- Ability to Understanding KPI's and stats to drive KPI improvements
- 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
- Good IT skills with the ability to use MS Office, Teams etc
- Accuracy and attention to detail including good written and verbal skills.
- Understands and embraces speed of response.
- Ability to own issues to resolution