



# Blackburn Rovers Football & Athletic Ltd

## Job Description

<b>Job Title:</b>	U12 Assistant Coach
<b>Department:</b>	Academy Coaching
<b>Based at:</b>	BRFC Academy, however flexibility regarding location is required.
<b>Reports to:</b>	Head of Coaching
<b>Responsible for:</b>	N/A
<b>Hours of work:</b>	A minimum of 11 hours per week plus any additional hours necessary for the performance of duties. This will include regular evening and weekend work.
<b>Contractual Status:</b>	Permanent
<b><u>1. Job purpose:</u></b>	Responsible for shaping the success and future development of players within the U12 age group. This will involve various methods of development both on and off the pitch.
<b><u>2. Duties and Responsibilities:</u></b>	<ul style="list-style-type: none"> <li>• To coach and assist the Lead Coach with the U12's implementing best practice at all times through both team and individual.</li> <li>• To support the Lead Coach in managing the team in the relevant games programme.</li> <li>• To ensure that the coaching follows the recommended Academy footballing philosophy and technical programme.</li> <li>• To liaise with players/parents in a professional manner.</li> <li>• With the Lead Coach, deliver two parent's evenings per season.</li> <li>• To be responsible for logging coaching sessions and evaluation sheets onto the Academy PMA system.</li> <li>• To complete and compile match reports, including player grades/registers/minutes on the pitch onto the PMA system.</li> <li>• To liaise with the Recruitment Department regarding trialists.</li> <li>• To undertake the specific Individual Development Plan recommended by the Academy.</li> <li>• To carry out any such other duties as the Head of Academy and Head of Coaching may reasonably properly assign or delegate in connection with the business of the Club from time to time.</li> </ul>
<b><u>3. Skills required:</u></b>	<ul style="list-style-type: none"> <li>• Organised</li> <li>• Ability to work under pressure and meet set deadlines</li> <li>• Ability to use a variety of methods of communication</li> <li>• Ability to manage people with integrity, honesty and empathy at times when required.</li> <li>• Ability to set goals, monitor and evaluate performance.</li> <li>• Time management skills</li> <li>• Ability to motivate and inspire others to achieve</li> <li>• IT literate to use the PMA and produce reports</li> </ul>
<b><u>4. Knowledge required:</u></b>	<ul style="list-style-type: none"> <li>• Knowledge of developing YDP players</li> <li>• Knowledge of delivering practical sessions</li> <li>• Knowledge of various coaching methods / strategies to get the best out of players.</li> </ul>



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	<ul style="list-style-type: none"><li>• Knowledge of how players learn</li><li>• Knowledge of the EPPP</li><li>• Knowledge of an Academy system in an elite environment – operation/structure.</li></ul>
<b>5. Qualifications required:</b>	<ul style="list-style-type: none"><li>• Hold a minimum UEFA B Licence</li><li>• FA Youth Modules 1,2,3</li><li>• FA Safeguarding</li><li>• FA First Aid qualification</li></ul>
<b>DBS Check Required:</b>	Yes (Enhanced)

The document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

### **How to Apply**

Due to high-levels of interest, this post may close early so early application is advised, otherwise the closing date for this role is **5pm on Thursday 10<sup>th</sup> January 2019**. To apply, please email your application form and covering letter to [recruitment@rovers.co.uk](mailto:recruitment@rovers.co.uk). **CV's will not be accepted.**

### **Equality and Diversity**

*Blackburn Rovers FC is committed to the principle of equal opportunity in employment and its employment policies for recruitment, selection, training, development and promotion are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.*

### **Safer Recruitment**

*Blackburn Rovers FC is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The job holder will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK.*