



Job title:	Academy Head of Medical
Employer:	Cardiff City Football Club
Location:	Cardiff City Academy, Cardiff City Stadium, Leckwith Stadium, The Vale Resort
Contract:	Full Time, Permanent
Salary:	Competitive and dependant on experience <ul style="list-style-type: none"> • Auto-enrolment into the Club's pension scheme (depending on eligibility) • Club discounts and offers • 20 days annual leave entitlement per annum
Hours of Work:	40 hours per week on a flexible basis to include evening and weekend working
Department:	Academy
Reporting to:	Academy Manager 1 st Team Head of Medical Services (indirect report)

Job purpose
To lead, develop, organise and implement the treatment, rehabilitation, medical screening, and health/medical education programmes for U9-U21 players across the Academy.

Main duties
<ul style="list-style-type: none"> • To co-ordinate and lead all physiotherapy/medical personnel across the academy. • To serve as the lead u18's physiotherapist, including covering daily training and match-day travel. • Work with the all Academy physiotherapists/therapists and wider MDT in respect of development, organisation and implementation of treatment and rehabilitation programmes for all Academy players. • To co-ordinate the medical screening (cardiological and orthopaedic) for those academy players as designated by the Football Association • Lead on and coordinate CPD delivery for all medical staff and where appropriate, across the MDT. • Establish and maintain an effective professional network that includes, but is not limited to, university links for incorporating student learning schemes and furthering research projects within the club to aid evidence-based practice. • To maintain regular communication with the Academy Manager, Head of Performance, Academy Doctor(s), Academy Medical Department, Sports Science Department, Coaches and Physiotherapists concerning all medical/health matters as and when necessary to ensure all issues are addressed. • Through effective management and communication, ensure all medical notes are documented on the PMA and comply with CSP and HPC standards, and that all data is stored and shared in accordance with GDPR. • Accompany players to any emergency medical treatment that may be required post training or games, and to accompany players to any planned consultant appointments. • To be responsible for completing a thorough audit process including 6 weekly and end of coaching phase audits. Use this information to reflect, track and monitor trends to provide interventions to improve player availability and feedback to MDT. • Liaising with kit personnel, ensure that all medical equipment is in full working order and is at the appropriate venue and in conjunction with all staff, ensure that the medical rooms at all venues are maintained to a high standard and are clean/tidy and comply with all Health and Safety regulations.

- Lead in medical supplies procurement and to maintain relevant stock levels.
- Work with the MDT to target >90% of players being available for games and training
- Communicate effectively with players and parents regarding injury status and the rehabilitation process.
- Keep up to date with new techniques, research and technologies and undertake personal CPD as appropriate to meet the demands of the role and professional body.
- Report all player availability metrics to the heads of department on a quarterly basis
- To be involved in the counselling process of all Academy players concerning all medical/health matters.
- To attend all briefings, courses, in-service training days and seminars as required by the Academy, the Club and the Football Association Medical Education Centre as designated in conjunction with EPPP legislation.
- To maintain adherence to club wide policies and procedures regarding the welfare and wellbeing of minors. Ensuring compliance when dealing with individuals under the age of 18 years old.
- To champion the Academy wide safeguarding provision across both staff and children.
- Adhere to a strict code of confidentiality in respect of any information relating to Cardiff City Football Club and its operation.
- Ensure compliance with Cardiff City Football Club's Safeguarding (Child Protection), Health and Safety and Equal Opportunity procedures and practice.
- Any other task deemed relevant and appropriate by the Academy Manager.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> - A minimum BSc (Hons) degree in Physiotherapy - A member of the CSP -A member of the HCPC - An ATMMIF or equivalent sports trauma qualification 	<ul style="list-style-type: none"> -A postgraduate degree in Sports Physiotherapy or equivalent
Experience	<ul style="list-style-type: none"> - Minimum of 5 years experience of working in an MSK environment. -Experience working as part of an elite sporting multidisciplinary team. 	<ul style="list-style-type: none"> - Held senior physiotherapy roles involving line management of other staff. -Experience and knowledge of the football environment -Experience working with Sports Science/GPS systems/technology.
Knowledge	<ul style="list-style-type: none"> -Organised in planning, preparation and execution of advanced treatment and rehabilitation programs -Demonstrable competency in administration, analysis, and evaluation - Ability to deliver information to players and staff through a variety of means on and off the field 	<ul style="list-style-type: none"> - Ability to work and utilise relevant technology (GPS, Force Plates, etc) - Functional IT skills in relevant software (Microsoft Office, PMA, GPS Software)
Skills	<ul style="list-style-type: none"> -Adaptability to be effective in a dynamic, fast-paced environment -Strong communication skills in a variety of settings -Ability to work as part of a broader multidisciplinary team - Open-minded approach to adopting best-practice and current evidence-based approaches. 	<ul style="list-style-type: none"> -Self-awareness and reflective skills as part of a professional development process
Attitude	<ul style="list-style-type: none"> -Passionate and hard working -Proactive 'can-do' approach to work and those around them -Self-motivated within a team and capable of motivating those around them 	

Equality Statement

Cardiff City Football Club promotes equal opportunities in employment we positively welcome applications from all candidates regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Safer Recruitment

Cardiff City Football Club operates a 'safer recruitment policy' and is committed to safeguarding and promoting the welfare of children and adults at risk and expects all staff and volunteers to share this commitment. All appropriate reference checks and Enhanced Level Disclosure and Barring Service (DBS) checks form a significant part of this recruitment process.

How to apply?

If you are interested in this position, please submit an application form for working with young people and adults at risk which can be found at www.cardiffcityfc.co.uk/club/club-vacancies and a CV to advert@myjobvacancies.co.uk

The closing date for receipt of completed application forms is **Friday 1st December 2023 at 5:30pm**

As we are anticipating many applications for this role, please note only shortlisted applicants will be contacted.