



| Job Description - Academy Head of Performance |                                                         |
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| <b>Job title:</b>                             | Academy Head of Performance (9-21yrs)                   |
| <b>Employer:</b>                              | Cardiff City Football Club                              |
| <b>Location:</b>                              | Cardiff City Academy, Cardiff City Stadium, Vale Resort |
| <b>Contract:</b>                              | Permanent                                               |
| <b>Salary:</b>                                | Competitive                                             |
| <b>Hours of Work:</b>                         | 40 hrs a week including days, evenings, weekends        |
| <b>Department:</b>                            | Academy                                                 |
| <b>Reporting to:</b>                          | Academy Manager<br>Academy Head of Academy Coaching     |

#### **Job Purpose**

To deliver, maintain and manage robust structures, systems and reporting mechanisms to ensure a progressive, forward thinking and innovative approach to performance development across the academy.

#### **Main Tasks**

- Day to day, pitch based support to u18's players and wider MDT, primarily based at the Academy Training Complex in Llanrumney.
- To review, deliver and drive forward the athletic development programme for players aged between 9-21 yrs in consultation with the head of coaching and academy manager.
- Integrate an evidenced based approach to practice.
- Continually evolve the physical development curriculum in line with the 'Academy Blueprint' ensuring delivery and review of a modern and innovative approach.
- Provide a high standard of Athletic Development coaching to respective age groups, educating them in line with the Cardiff City Academy and methodology.
- To ensure that all Academy players adhere to the Cardiff City Academy Blue Standards.
- To assist players to set individual short, medium and long-term goals and to create, monitor and evaluate holistic Individual Development Plans.
- Ensure all physical development practices are documented, recorded and evaluated on KML/FiP
- To complete player progress reports on record accordingly.
- Complete CPD (Continuous Professional Development) to maintain qualifications and personal currency and deliver appropriate CPD to ensure constant development of PT staff.
- To work with relevant staff in supporting the development of PT Athletic Development staff.
- Challenge working practices and input into training session design to ensure healthy

conflict, directed towards our collective Academy aims, mission and purpose.

- To identify players available for games and communicate any additional player requirements to the Lead Phase Coach at the earliest opportunity.

#### **Roles and Responsibilities**

- To oversee and manage the sport science programme 9-21's
- Day to day pitch based with u18's team based at the Academy Training Complex in Llanrumney.
- To feature as an active part of the Academy Management Team (AMT)
- To assess trialists athletic potential at both training and games and feedback to the Lead Phase Coach / Head of Academy Recruitment.
- To attend tournaments, trips and tours when requested by the club.
- Make suggestions to improve the working environment and contribute to positive employee relations within your area of work and Cardiff City Football Club as a whole
- Ensure effective communication within your work team and across Cardiff City whilst actively offering support and guidance, as necessary.

| <b>Person Specification</b> | <b>Essential</b>                                                                                                                                                                                                                                                                                                                                    | <b>Desirable</b>                                                                                                                                                                |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Qualifications              | <p>MSc In a relevant field</p> <p>Working towards BASES accredited practitioner status.</p> <p>FA Learning Safeguarding Children Certificate</p> <p>FA Emergency Aid in Football Certificate</p> <p>Valid DBS Certificate</p> <p>Post- holder will be subject to a DBS check at the appropriate level and cleared by Cardiff City Football Club</p> | <p>UEFA B coaching licence</p> <p>BASES Accredited practitioner</p>                                                                                                             |
| Experience                  | <p>Experience working with players of varying backgrounds and cultures.</p> <p>Experience working as part of a multidisciplinary team</p> <p>Ability to support the planning, delivery, and evaluate coaching sessions from an MDT perspective</p>                                                                                                  | <p>Previous experience of working with young players in an elite environment</p> <p>Previous experience leading MDT for the development of performance in an elite setting.</p> |

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|           | <p>Possess the ability to work on own initiative and as part of a team</p> <p>Can demonstrate excellent planning, preparation, and delivery skills</p> <p>Be versatile enough to adapt to changing situations with confidence.</p> <p>Ability to effectively manage player, parent, and staff relationships.</p> <p>Experience in benchmarking against elite standards to inform physical performance standards and expectations.</p>                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                              |
| Knowledge | <p>Organised in planning, preparation and execution of a physical development syllabus for young and aspirational football players.</p> <p>In depth knowledge around the holistic development of young children and aspirational athletes.</p> <p>Ability to deliver information to players and staff through a variety of means on and off the field.</p> <p>Ability to interpret appropriate data to inform understanding of young players and associated performance demands.</p> <p>Informed knowledge of nutrition for performance</p> | <p>Ability to work across multiple functions of Football Intelligence Platform</p> <p>Extensive knowledge around benchmarking against elite football physical standards and the ability to analyse, adapt and apply in both practical and presentation settings</p> <p>In-Depth knowledge and understanding of growth and maturation of young children and associate support mechanisms.</p> |
| Skills    | <p>Adaptable, to remain effective in a dynamic, fast-paced environment</p> <p>Strong communication skills in a variety of settings</p> <p>Ability to work as part of a broader multidisciplinary team</p> <p>Ability to liaise with footballers, coaches, management, and other</p>                                                                                                                                                                                                                                                         | <p>Self-awareness and reflective skills as part of a professional development process</p> <p>Open-minded approach to adopting best-practice &amp; current research-backed principles</p>                                                                                                                                                                                                     |

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|          | <p>football related individuals in a professional manner</p> <p>Flexible approach to work and working hours and be prepared to work evenings and weekends</p> <p>Enthusiastic and passionate about football and youth development.</p>                                                                                                             |  |
| Attitude | <p>Passionate and hard working</p> <p>Self-motivated within a team and capable of motivating those around them</p> <p>Embrace the 'WenotMe' culture within the Academy.</p> <p>Display an overt willingness to connect to our values based environment, through consistent daily behaviours.</p> <p>Approachable, dependable &amp; trustworthy</p> |  |

### **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 Policy**

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 complete a club application form along with a CV and send via email to [advert@myjobvacancies.co.uk](mailto:advert@myjobvacancies.co.uk) stating "**Academy Head of Performance**" as the subject.

The closing date for receipt of completed application forms is **5pm on Monday 17<sup>th</sup> November 2025**.

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