



Job Description - Academy Head of Goalkeeping	
Job title:	Head of Goalkeeping
Employer:	Cardiff City Football Club
Location:	Cardiff City Academy, Cardiff City Stadium, Vale Resort
Contract:	Permanent
Salary:	Competitive
Hours of Work:	40 hrs a week to include days, evenings, weekends
Department:	Academy
Reporting to:	Academy Manager Academy Head of Academy Coaching

Job Purpose

To develop a dedicated, individualised and age-specific goalkeeping programme for all goalkeepers within the Academy squads with considered approaches to their technical, tactical, physical, social and psychological development in consultation with Head of Coaching, Academy Manager and Senior Goalkeeping Coach.

Main Tasks

- U18's GK coach, primarily based at the Academy Training Complex in Llanrumney.
- To review the goalkeeping provision as required in consultation with the head of coaching and academy manager.
- Integrate an evidenced based approach to practice.
- Continually evolve the goalkeeping curriculum in line with the 'Academy Blueprint' ensuring delivery and review of a modern and innovative approach.
- in conjunction with PT GK coaches, develop the goalkeepers within the U9-U18 squads and oversee their technical, tactical, physical, and social psychological development.
- Provide a high standard of coaching to respective age groups, educating them in line with the Cardiff City Academy and methodology.
- Deliver six-weekly feedback to all goalkeepers within the phases.
- To ensure that all Academy players adhere to the Cardiff City Academy Blue Standards.
- To adhere to the Coaches Code of Conduct
- To assist players to set individual short, medium and long-term goals and to create, monitor and evaluate Individual Development Plans.
- To maintain all coaching and games program records on the Football Intelligence Platform for each session throughout the season.
- Ensure all goalkeeping practices are documented, recorded and evaluated on KML/FiP
- To complete player progress reports on record accordingly.

- To develop and maintain a professional relationship with the parents/guardians of the Players.
- Complete CPD (Continuous Professional Development) to maintain coaching qualifications.
- To work with Head of Coaching in supporting the development of PT GK staff.
- To maintain FA/FAW Licensed Coaches Club membership criteria.
- 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 attend the 6 weekly coaches' meetings as instructed by the Academy Manager/Head of Academy Coaching.
- To plan, prepare and deliver the 6-week Individual Player Review Meetings, supported by the Academy Multi- Disciplinary Team, setting new targets for the players across the four areas.
- To assess trialists 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.

Person Specification	Essential	Desirable
Qualifications	UEFA 'A' License Coaching Certificate (Outfield and Goalkeeping) or working towards FA Learning Safeguarding Children Certificate FA Emergency Aid in Football Certificate Valid DBS Certificate Post- holder will be subject to a DBS check at the appropriate level and cleared by Cardiff City Football Club	UEFA A Licence Coaching Certificate (Outfield and Goalkeeping) FA Advanced Youth Award
Experience	Experience working with players of varying backgrounds and cultures. Experience working as part of a multidisciplinary team	Previous experience of working with young goalkeepers in an elite environment

	Ability to plan, deliver, develop, and monitor football coaching sessions High level of communication and interpersonal skills Possess the ability to work on own initiative and as part of a team Can demonstrate good planning, preparation, and delivery skills Able to meet stringent deadlines Be versatile enough to adapt to changing situations with confidence. Ability to effectively manage player, parent, and staff relationships	Previous experience of working within a professional football Academy. Proven track record of GK development.
Knowledge	Organised in planning, preparation and execution of a coaching syllabus Demonstrable competency in effective reviewing of coaching sessions and fixtures Ability to deliver information to players and staff through a variety of means on and off the field Interest in the delivery of set-play practices to young football players.	Ability to work across multiple functions of Football Intelligence Platform Functional IT skills in relevant software (Microsoft Office, HUDL, Wy-Scout, SportsCode and Spiideo. In-depth knowledge of set-play trends in modern game and the ability to analyse, adapt and apply in both practical and presentation settings.
Skills	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 Ability to liaise with footballers, coaches, management, and other	Self-awareness and reflective skills as part of a professional development process Open-minded approach to adopting best-practice and current research-backed principles

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

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 stating "**Academy Head of goalkeeping**" as the subject.

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

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