



### Job Description

<b>Role:</b>	Academy Teacher
<b>Employer:</b>	Cardiff City Football Club
<b>Location:</b>	Cardiff City Academy, Llanrumney; Cardiff City Stadium
<b>Contract:</b>	PT Permanent
<b>Salary:</b>	Competitive hourly rate (commensurate with experience)
<b>Indicative Hours of Work:</b>	Monday 9-4pm Tuesday 9-4pm Wednesday 9-4pm (although some flexibility will be required from time to time)
<b>Department:</b>	Academy
<b>Reporting to:</b>	Academy Manager Head of Education

<b>Job purpose</b>
To support the delivery and development of the Academy education department by providing high-quality teaching, learning and pastoral support for scholars and schoolboys undertaking BTEC, A levels and Hybrid Training Programmes. The role will work closely with the multi disciplinary teams to monitor academic progress, coordinate informal education activities, maintain effective relationships with education partners and stakeholders, and ensure compliance with safeguarding, regulatory and educational standards, contributing to the holistic development of young players both on and off the pitch.

<b>Main duties</b>
<ul style="list-style-type: none"> <li>• To deliver and support the teaching and learning of the scholarship programme including BTEC Level 3 qualification in Sports Performance and Excellence</li> <li>• To support the Hybrid Training Programme for the Youth Development Phase</li> <li>• Tracking and monitoring of all academy players</li> <li>• Produce detailed schemes of work and lesson plans for BTEC National Sports and Performance qualification.</li> <li>• Complete reviews of progress for Academy players</li> <li>• Complete attendance records for Academy players</li> <li>• Attend meetings specific to the delivery of all qualifications.</li> <li>• Contribute to quality assurance processes.</li> <li>• To help maintain links with our main education partner and other associated links and stakeholders such as parents, educational agencies and school/teacher contacts of the Academy scholars and schoolboys.</li> <li>• To assist in the delivery of seminars and talks for parents.</li> <li>• To assist in the management of teaching resources and equipment.</li> <li>• To undertake personal CPD as appropriate to meet the demands of the role</li> <li>• To maintain appropriate records both internal and those required by external agencies and regulatory bodies. This will include the production of reports as required by the Education department and external agencies</li> </ul>

- To demonstrate best practice in the area of safeguarding the welfare of all children and young people.
- To attend meetings, conferences and other associated events as required
- Other duties as required by the Education, Player Care and Safeguarding Departments

<b>Person Specification</b>		
	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>Degree or professional qualification in a relevant subject</p> <p>Teaching Qualification - QTS/QTLS</p> <p>Teaching experience in BTEC National Sports and Performance at Level 3</p>	Higher degree
<b>Experience</b>	<p>Experience teaching BTEC Level 3 Sport programmes.</p> <p>Recent and relevant teaching experience within an educational or academy environment.</p> <p>Proven ability to deliver engaging and interactive lessons that inspire learner participation and achievement.</p> <p>Experience adapting teaching methods and resources to provide a differentiated learning environment that supports learners of varying abilities and needs.</p> <p>Experience planning, assessing and organising learning resources effectively to maximise learner outcomes.</p> <p>Experience using data and assessment information to monitor progress and support learner development.</p>	<p>Experience of offering Pastoral Care</p> <p>Experience of being responsible for Personal Development within an education or professional setting</p>
<b>Knowledge</b>	<p>Strong understanding of teaching, learning and assessment practices within further education and sport-related qualifications.</p> <p>Resilient, adaptable and able to prioritise workload effectively while working to tight deadlines and under pressure.</p> <p>IT literate with a sound working knowledge of Microsoft Office applications and digital learning platforms.</p>	Ability to motivate and positively influence learners and external stakeholders to achieve desired outcomes.

	<p>Excellent written communication and data analysis skills.</p> <p>Excellent interpersonal and communication skills with the ability to engage confidently at all levels.</p> <p>Understanding of learner wellbeing and the importance of creating a supportive and inclusive environment.</p> <p>Ability to build productive working relationships and collaborate effectively as part of a wider team.</p>	
<b>Skills</b>	<p>Strong planning, organisational and time-management skills.</p> <p>Ability to communicate confidently, professionally and effectively with learners, colleagues, parents and external partners.</p> <p>Enthusiastic, self-motivated and committed to continuous professional development.</p> <p>Detail conscious with the ability to maintain high standards of accuracy and professionalism.</p> <p>Ability to challenge and shape future teaching practice through effective negotiation and influencing skills.</p>	<p>Strong team player with the ability to work collaboratively and contribute positively to academy culture.</p>
<b>Attitude</b>	<p>Proactive 'can-do' approach to work and those around them and someone who buys into our WEnotME ethos.</p> <p>Passionate about teaching, sport and supporting learner achievement.</p> <p>Committed to safeguarding, equality, diversity and inclusion.</p> <p>Demonstrates integrity, resilience and a proactive approach to problem solving.</p> <p>Dedicated to maintaining high standards and continuously improving teaching and learning practices.</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 to [advert@myjobvacancies.so.uk](mailto:advert@myjobvacancies.so.uk) via email "**Academy Teacher**" as the subject.

The closing date for receipt of completed application forms is **5pm on Thursday 11<sup>th</sup> June with interviews scheduled for WC 15<sup>th</sup> June 2026.**