



Job Description (Professional Development Phase Coach – u18's Lead)

Job title:	Professional Development Phase Coach (U18s lead)
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 • 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 Academy Head of Coaching

Job purpose

To support and deliver on the football and holistic development of players within the Professional Development Phase of the Academy.

To be responsible for planning and implementing of the Academy Blueprint at the U18 age group, directly leading on the pitch-based activities for the age group.

To lead and manage across the MDT including daily planning and reflection activities to ensure appropriate levels of challenge required in the search for constant improvement.

To liaise directly with U16s coaches to progress individual players through the pathway.

Main duties

- To ensure a thorough working knowledge of the content and functions of the Academy performance plan.
- In collaboration with the Head of Academy and Academy Head of Coaching contribute to the individual succession planning process from U16 to U21.
- To work as part of a multidisciplinary support team involving, but not restricted to, head of player development, performance analysts, sports scientists, physiotherapists, psychologists, operational and administrative staff.
- To develop IDP's for players within the U18s age group and execute, monitor, prioritise and review the delivery of such programmes, with the support of the HOC and other MDT staff.
- Monitor and evaluate progress of age group players, via the academy player audit tool.
- Provide 6 weekly updates on player progression to the Head of Academy & Head of Coaching
- Feedback to the coaching forum on progress against the phase specific key performance indicators.
- Ensure all weekly meetings are recorded and shared with key personnel.
- To take an active role in the induction process for trialists, providing a positive reflection of the Academy Blueprint to all parties involved (e.g. player, parents)
- To adhere to a strict code of confidentiality in respect of any information relating to Cardiff City Football Club and its operation.
- To be an exemplar role model for young players and to promote the search for excellence in daily habits and behaviours.
- To maintain Cardiff City Football Club's Safeguarding (Child Protection), Health, Safety and Equal Opportunity procedures and practice
- Any other task deemed relevant and appropriate by the Academy Manager.

Person Specification

	Essential	Desirable
Qualifications	-UEFA A Licence -FA Youth Award (modules 1, 2 and 3) - FA Advanced Youth Award (<i>or working towards</i>). -Emergency Aid, Valid DBS Certificate, Valid Safeguarding certificate - Post- holder will be subject to a DBS check at the appropriate level & be cleared by Cardiff City FC	-UEFA Pro Licence - BSc (Hons)/MSc in a relative subject
Experience	-Experience of working in football elite environments. -Experience working with young players in an Academy environment – preferably within the PDP age groups. -Experience working as part of a multidisciplinary team	-Experience working within a Category 1 Academy environment -High level of professional playing experience at club and/or international level -Experience working at senior/1st team professional level -Experience working with relevant age phase staff
Knowledge	-Organised in planning, preparation and execution of a coaching syllabus (blueprint) -Demonstrable competency in The effective and efficient review of coaching sessions and fixtures. - Ability to deliver information to players and staff through a variety of means on and off the field -Ability to engage young players and stimulate a love of learning	- Ability to utilise FIP for both reporting procedures and to enhance player development. - Functional IT skills in relevant software (Microsoft Office, FIP, WyScout, SportsCode, Spiideo, HUDL)
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 - Open-minded approach to adopting best-practice and current research-backed principles	-Self-awareness and reflective skills as part of a professional development process
Attitude	-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. -Work to our ‘We not Me’ ethos and culture	

Equality

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.co.uk via email **"Professional Development Phase Coach – u18s lead"** as the subject.

The closing date for receipt of completed application forms is **5pm on Friday 24th July with interviews scheduled for Friday 31st July between 9:00am and 17:00pm**