



Oldham Athletic Football Club Academy

Job Description and Person Specification

Job Title: Head of Coach Development	
Responsible to	Academy Manager
Build Relationships with	<p>Internal: Academy Manager Lead Phase Coaches Coaches (full and part time) First team staff and players. Academy Administrator</p> <p>External: Premier League and EFL FA FAYCD PFA</p>
Salary	Competitive
Job Description	
Location	Sportsdirect.com Park and various training grounds
Working week	<p>Full time (40 hours) per week (Monday to Sunday)</p> <ul style="list-style-type: none"> • Flexible working arrangements/hours • Required to work outside of normal office hours, evening and weekends, on bank holidays and public holidays

<p style="text-align: center;">Travel</p>	<p>Regular travel to fixtures, meetings and events in connection with performance of the duties of the role.</p>
<p style="text-align: center;">Overall purpose of the job</p>	<p>The role is to assist in the development of the Academy coaches at Oldham Athletic FC via a sustainable system and approach to coach development. It is a role that is working with coaches, rather than working with players and the applicant should recognise this distinction. The successful applicant will also need to commit to a program of self-development that will include attendance on the EHO (Elite Head of Coaching) course which is run by the Premier League and EFL.</p>
<p style="text-align: center;">Responsibilities and Duties</p>	<p>Main Duties</p> <ul style="list-style-type: none"> • To implement a club specific Coach Competency Framework (CCF) • To manage the development of all Academy coaches • To ensure that the Academy’s coaching programme is delivered consistently throughout the development phases in line with the playing and coaching philosophy of the Academy • To provide coaching support when required in the Professional, Youth and Foundation Development Phases • To complete and keep up to date the relevant and required administration including the PMA <p>Key Responsibilities</p> <ul style="list-style-type: none"> • To deliver a comprehensive Coaching Development Plan for all coaches including a clear and up to-date Training Needs Analysis (TNA) of every coach’s current and required level of performance • Ensure every coach has a personalised Development Action Plan (DAP) that fulfils their individual needs • Ensure that all coaching staff hold and are up-to-date in regards to their qualifications and CPD relevant to their role in the Academy • When required to offer coaching support within the three Academy Development Phases • To manage and maintain the Coach Competency Framework (CCF) • To undertake self-development to ensure that knowledge in regards to coaching and coach development is kept up-to-date including qualifications and CPD

	<ul style="list-style-type: none"> • Be flexible and be prepared to work evenings and weekends • To attend all relevant Academy and club meetings Including Academy Management Team meetings • To attend relevant external meetings including EFL, LFE, Premier League and FA meetings • Monitor the coaches session plans, evaluations, game planning and feedback and make sure that they are up to the required standard on the PMA. • Ensure that Academy coaches are working effectively as part of the Multi-Disciplinary Team (MDT) <p>Undertake other duties that may be appropriate to achieve the objectives of the role and to assist the Academy Manager when required to do so.</p>
Person Specification	
Qualifications	<ul style="list-style-type: none"> • UEFA A Coaching Licence • FA Advanced Youth Award • Coach Education Qualification • Safeguarding Children Workshop • Basic First Aid in Sport • A valid FA approved enhanced DBS certificate
Skills and Experience Required	<ul style="list-style-type: none"> • Have a thorough understanding of the process of learning in coaches and young people • Have a good working knowledge of the EPPP requirements • Ability to work on own initiative and as part of a team • Be organised, have good time management skills • Have the drive and enthusiasm to set high standards and achieve O AFC Academy objectives • Knowledge and understanding of O AFC club policies/procedures and regulations relating to your role • Ability to liaise with coaches, management and other football related individuals in a professional manner and have excellent communication skills • Be able to adapt to different and changing situations
Desirable Personal Attributes	<ul style="list-style-type: none"> • Have significant successful coaching/playing experience in an elite football environment within an Academy structure • Coach Education experience • Youth Coaching experience • Have a full clean driving licence

Safeguarding	To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the FA and the club.
How to Apply	To apply candidates should send the following to natalie.seaton@oldhamathletic.co.uk <ul style="list-style-type: none">• Completed Application form• Up to date CV which includes a minimum of two references