**Mansfield Town F.C. Academy Foundation Phase Coach – Job Description**

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| **Overall Purpose of Job:**  |
| To be part of the Mansfield Town F.C. Academy Coaching Staff responsible for the delivery of the Academy Category 3 Foundation Phase Coaching Programme to maximize the opportunities for young players to reach their full potential in line with the Academy vision and philosophy |
| **Main Responsibilities/Description of Duties:**  |
| * Provide high standard coaching to a respective age group, educating them in the in line with the MTFC Academy philosophy and MTFC Coach Competency Framework as outlined in the Academy Performance Plan
* To ensure that all Academy players adhere the MTFC Values and show a high level of Respect and Discipline.
* To adhere to the Coaches Code of Conduct.
* To assist players to set individual short-term and long-term goals and to create Individual Action Plans for all players
* To maintain all coaching and games program records on the PMA for each session throughout the season.
* To complete player progress reports on the PMA
* Attend parents evening sessions throughout the season for each individual player
* To develop and maintain a professional relationship with the parents of youngsters in the programme.
* Complete CPD (Continuous Professional Development) to maintain coaching qualifications.
* To work with Head of Coaching in the completion of a personal Coach Development Plan in line with the MTFC Coach Competency Framework
* To maintain FA Licensed Coaches Club membership criteria
* To identify players available each weekend for matches and communicate any additional player requirements
* To attend coach in service days as instructed by Academy Manager/Head of Academy Operations/Head of Coaching.
* To support the development of young players in a healthy lifestyle, diet, drug awareness, education.
* To take responsibility for the care and maintenance of all age group training equipment and playing kit.
* To attend Coaches Meetings or additional training nights as instructed by the Academy Manager/Head of Academy Operations/Head of Coaching.
* To assess trialists at both training and games and feedback to Head of Academy Recruitment.
* To assist with sport science input where required at training sessions.
* To attend tournaments and trips when requested by the club.
* To abide by all club policies including (but not exclusive to) Safeguarding, Equality and Health & Safety
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| **Experience/Qualifications/Training** |
| **Essential:*** UEFA B Licence and above
* EFAIF Qualification
* Experience of coaching within the relevant age groups (preferably in an Academy/Player Development environment)
* Computer skills (in particular Word/ Excel/ Access).
* High levels of communication skills, both orally and written.
* Personable and enthusiastic with a strong work ethic.
* Sensitive to the needs of young players and parents/guardians
* Willingness to work weekends and evenings.
* Desire to be an ambassador for MTFC in public role
* CRB check undertaken
* FA Youth Award
* Full Driving Licence
 | **Desirable:*** Knowledge of the PMA system.
* Knowledge and understanding of the EPPP process
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**BAME Declaration**
The EFL has introduced positive action measures aimed at tackling the under-representation of coaches and managers from Black, Asian and Minority Ethic (BAME) backgrounds.

M.T.F.C. welcomes Male Applicants of BAME origin and Female Applicants of any ethnic origin

**Salary -** Competitive salary based on relevant experience.

Please note that this is a vital position within the Academy department at Mansfield Town Football Club and will require a high degree of commitment to the role, including evening and weekend work.

Please send a C.V. and Covering Letter (Ensuring completion of Equality Form) to simon.ward@mansfieldtown.net (Academy Head of Coaching)

Closing date for Applications is 30th July 2021