

## Director of Football

REQ17670

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

### Background

These are exciting times for Loughborough Sport. The Universities strategy propels sport to the top table, alongside Teaching, Research and Enterprise. We have a new strategic framework with a vision to create a sporting experience so positive its life shaping and the University has recently been ranked as number one in the world for sport. We are looking for a talented individual to join our team to lead and develop a football programme with a key focus on developing workforce.

### Job Description

**Job Grade: Management and Specialist 7**

#### Job Purpose

- Provide strategic direction, leadership, oversight and management of Football and Futsal at Loughborough University.
- Plan, implement and manage the coaching programme for men's football covering the MFL and BUCS 1<sup>st</sup> team.
- Develop commercial opportunities in football in conjunction with the SDC Commercial Director.
- Manage a small team to oversee football at Loughborough, including performance coaches, the football programme coordinator, the football Intern and student volunteers and leaders.

#### Job Duties

- Build a culture of excellence, innovation and learning that supports student athlete development throughout football at Loughborough University.
- Production of a strategic plan, in conjunction with the Sport Experience Manager, for the development of football and futsal at Loughborough to contribute to the achievement of SDC and the university goals.
- Lead on the implementation and management of the strategic plan to drive football forward in conjunction with other university sport staff, the Athletic Union and the men's and women's football & futsal clubs, committees and student leads.
- Leadership and management of the men's and women's coaching programme for the performance squads.
- Develop the capacity within the performance programme to achieve the programmes strategic goals.
- Evaluate and monitor progress against the objectives in the strategic plan.
- Promote a culture across football aligned with the mission and values of sport at Loughborough (see Performance Sport Charter appendix).

- Manage effective coaching for the football programme. This includes development of appropriate annual training programmes, covering pre-season as well as competitive season programmes.
- Target competitive success in football and futsal in BUCS and other appropriate competitions.
- Where necessary recruit, direct and manage the additional assistant coaching staff required for the effective coaching and development of the performance squads.
- As necessary liaise effectively with the FA in relation to player recruitment, development, training and playing programmes.
- Lead, co-ordinate and drive the delivery of support services (sports science, sports medicine and strength and conditioning) to the performance squads.
- Work proactively to recruit high level football players to Loughborough University.
- Provide pastoral support and care to the performance squad members in conjunction with other coaching, academic and performance sport staff (i.e. Lifestyle mentors).
- Identify potential sports scholars and assist in managing the scholarship funding for individual performers.
- Promote the officiating hub at Loughborough to ensure that referees get the opportunity to develop alongside supporting the recreational football offer at Loughborough.

### **Commercial**

- Work with the Commercial Director to develop new, and expand existing commercial activity to support both the development of football and futsal on campus, and to contribute to meeting the Sport Development Centre income target.

### **Management**

- Advise the Athletic Union (AU) club on the coaching and support structure for all men's and women's BUCS teams, assisting the club committees with areas such as the appointment of appropriate coaches, squad selection and training programmes throughout the pathway.
- Create and implement, through the Football Programme Coordinator, a coordinated media, marketing and communication plan and ensure the utilisation of all available social media and communication tools to identify opportunities to positively promote and publicise Loughborough football and futsal.
- Be abreast of the latest trends and developments within football and futsal in order to incorporate this thinking into the strategy for football at Loughborough.
- Ensure an understanding of all football related activity at Loughborough University and provide input and football specific knowledge as requested. Assist in joining up activity across football and futsal provision where possible.
- Ensure all staff has undertaken a DBS check and safeguarding training as appropriate.

### **Budgetary Responsibilities**

- Prepare, manage and monitor the football budget in line with the Universities financial procedures.

### **Public Relations**

- Work with other SDC staff to promote the profile of football at Loughborough University, nationally and internationally.

- Ensure team information is provided in a timely manner to the Sports Communications Coordinator and Sports PR Manager.
- Work with SDC and university colleagues to ensure the players fulfil their role in promoting football and Loughborough University. This may include player appearances, writing website articles or blogs and active participation in social media, providing it is not to the detriment of their training and competitive programmes.
- Supporting recreational football through coaching, leading and officiating.
- Where possible, support Loughborough Sport sponsor events.

### **General Requirements**

- Contribute to the sharing of coaching ideas and skills within the high performance educational forums available on campus.
- To promote adherence to ethical guidelines and regulations with regard to drugs and doping in sport, in line with UK Anti-Doping (UKAD) guidelines and the Loughborough University 'Clean Sport' commitment.
- In conjunction with the SDC Education and Development Manager, to ensure that all athletes attend appropriate anti-doping workshops (including 100% ME).
- Actively work to promote Loughborough University sport and football at Loughborough.
- Undertake additional duties as requested by your line manager from time to time.

### **Points To Note**

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

### **Special Conditions**

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

### **Organisational Responsibility**

Reports to the Sport Experience Manager

Responsible for:            Performance Squad coaches  
                                     Football Programme Coordinator  
                                     Football Intern  
                                     Other staff and students in conjunction with the football programme

## Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

### Essential Criteria

Area	Criteria	Stage
<b>Experience</b>	Significant experience of strategic planning within football, both on and off the pitch.	1, 3
	Experience of leading and influencing change.	1, 3
	Proven experience of coaching high performance football.	1,2,3
	Substantial experience of coaching high level players and/or talented young players.	1,2,3
	Proven experience in the development of long-term coaching programmes.	1,3
	Experience in delivering commercial projects in football	1,3
<b>Skills and abilities</b>	The ability to lead a multi-disciplinary team to delivery performance outcomes	1, 2, 3
	The ability to motivate and empower others to deliver.	1, 3
	Excellent communications skills, both written and oral.	1, 3
	Proven football coaching ability.	1,2,3
	Knowledge of current coaching and training processes.	1,3
	Good organisational and time-management skills.	1,3
	Ability to identify, and innovate to create, commercial opportunities through football.	1,3
<b>Qualifications</b>	IT skills necessary for analysis, report writing and general communication.	1,3
	FA Level 3 (UEFA B) in Coaching Football qualification or equivalent.	1
<b>Training</b>	Willingness to update First Aid and Health & Safety requirements for football and work towards more advanced coaching awards and qualifications.	1
<b>Other</b>	Adherence to the Loughborough University 'Clean Sport' Commitment Statement.	1,3
	Flexibility and willingness to work irregular hours as necessary.	1
	To observe the University's Equal Opportunities policy at all times.	1,3

### Desirable Criteria

Area	Criteria	Stage
<b>Experience</b>	Experience of University football.	1,2,3
	Previous experience of using Microsoft Office (Word, Excel, Access and PowerPoint).	1,3
<b>Qualifications</b>	Sport related degree or equivalent experience.	1

	FA Level 4 (UEFA A) in Coaching Football.	
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## Conditions of Service

The position is offered on a full time, open ended basis. Salary will be on Management and Specialist Grade 7, (£39,324 - £46,924) per annum.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available [here](#).

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available [here](#))

In addition, the University is supportive, wherever possible, of flexible working arrangements.

We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>.

## Informal Enquiries

Informal enquiries should be made to:

**Richard Wheater, Development & Performance Director** by email at [R.Wheater@lboro.ac.uk](mailto:R.Wheater@lboro.ac.uk) or by telephone on **07764739572**

OR

**Ian Knott, Sport Experience Manager** by email at [i.knott2@lboro.ac.uk](mailto:i.knott2@lboro.ac.uk) or by telephone at **01509226135**

## Applications

The closing date for receipt of applications is **3 August 2017**.

Interviews will be held on 24 August 2017.