



APPLICATION PACK

DISABILITY FOOTBALL AMBASSADOR
COUNTY FA LEAD



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Who are the Devon FA?

Devon County Football Association is the governing body for football in Devon.

We continue to support our footballing community, whilst negotiating the Covid-19 pandemic, and drive forward with our vision to Enhance Lives through Football in Devon, as part of our role to Unite and serve Devon football to provide an inclusive and enjoyable experience for all.

We operate within a high performing organisation and, being in the first year of our latest 3-year strategy, this is an exciting time to join the team behind football in Devon.

[Click here to view our 3-year strategy.](#)

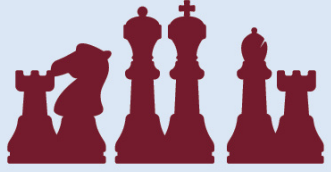


DEVON COUNTY FA

STRATEGY 2021 – 2024



OUR VISION - ENHANCING LIVES THROUGH FOOTBALL IN DEVON



OUR ROLE - UNITE & SERVE DEVON FOOTBALL TO PROVIDE AN INCLUSIVE & ENJOYABLE EXPERIENCE FOR ALL

WHAT DO WE WANT TO DO?

ENSURE DEVON FA IS SAFE, INCLUSIVE AND DIVERSE

DEVELOP A SUSTAINABLE AND FINANCIALLY SECURE CFA TO SUPPORT FOOTBALL IN DEVON

RESTART FOOTBALL FOLLOWING THE PANDEMIC, SUSTAIN AND INCREASE PARTICIPATION FOR ALL FORMATS

RETAIN, ENHANCE AND DEVELOP NEW FACILITIES IN DEVON

INCREASE & DEVELOP THE WORKFORCE SUPPORTING DEVON FOOTBALL

IMPROVE THE IMAGE OF DEVON FA AND IT'S IMPACT/ AND SUPPORT FOR ALL FOOTBALL IN DEVON

HOW ARE WE GOING TO DO IT?



PHYSICAL HEALTH

MENTAL HEALTH

COMMUNITY ENGAGEMENT

INVESTMENT GROWTH

HEALTH & WELLBEING

DEVELOP A STRONGER WORKFORCE



WORK IN COLLABORATION



THINK OUTSIDE THE BOX



LOCAL PLACED INTERVENTION & PLANNING



OUR VALUES

The Role



Devon FA is looking for an enthusiastic and experienced individual(s) with a passion for grassroots football to join the team.

The successful candidate will be responsible for support grassroots football clubs to apply their learnings from the Disability Football Ambassador Training and build their own Disability Football Ambassador Action Plan; creating more accessible opportunities for disability football.

The role will involve supporting grassroots football clubs to apply their learnings from the Disability Football Ambassador Training and build their own Disability Football Ambassador Plan; creating more accessible opportunities for disability football..

Role Title	Disability Football Ambassador - County FA Lead
Reports To	Development Officer - Inclusion
Location	Include office address and other options or requirements such as homeworking or additional travel to other locations or overnight stays
Working Hours	50 hours per contract, may include evenings & weekends
Contract	Casual Worker



What are we looking for?

Someone with a demonstrated history and understanding of the grassroots football network, and the ability to build trust and develop effective working relationships with Club Committees.

They will need to be an advocate for disability football with an understanding of the challenges and barriers that both players and volunteers can face.

What can we offer?

- Access to high-quality training, networking and personal development opportunities
- A varied and exciting working life, where you'll learn about all aspects of grassroots football
- Holiday entitlement
- Other benefits

Key Accountabilities

- Engage with selected England Football Accredited clubs following their completion of the 'Disability Football Ambassador Training'
- Signpost and help clubs access relevant support
- Support clubs to build and sustain relationships with relevant local partners
- Collaborate with County FA staff, national FA staff, and other grassroots football stakeholders
- Maintain records of the support being provided to grassroots club

Job Description and Person Specification

Job Title	Disability Football Ambassador - County FA Lead
Reports to	Football Development Officer - Equality

Job Purpose

Support 2 and 3-star England Accredited Clubs to apply the key learnings from the Disability Club Training to create their own Disability Football Game Plan. Support the club to implement this Game Plan to provide more club-based opportunities for disabled people to play, coach and/or volunteer.

Location	Devon County FA, Coach Road, Newton Abbot, TQ12 1EJ
Hours	50 hours, casual contract
Closing Date	Friday 20th January 2023

Job Description and Person Specification

Responsibilities

- Attend the 'Disability Football Ambassador Training'; scheduled for February 2023.
- Engage with selected 2 and 3-star England Football Accredited clubs following their completion of the Disability Friendly Club Training, to support in the creation of a bespoke disability game plan which will outline new club-based opportunities for disabled people which may include new playing provisions, coaching opportunities, and/or volunteering roles.
- Drive engagement at every level of clubs to maximise and sustain these opportunities for disabled people.
- Support clubs to build and sustain relationships with relevant local partners such as charitable organisations, disability support groups, educational establishments, alongside other key partners to promote the new opportunities.
- Help clubs access relevant support including funding and coach development opportunities with support from the County FA.
- To collaborate with County FA staff, national FA staff, disability football coach mentors, external partners, and wider members of the grassroots delivery team workforce.
- Maintain records of the support being provided to grassroots clubs with the aim of providing clarity on work programmes, development opportunities and sharing of good practice.

Job Description and Person Specification

Person Specification

Knowledge, Skills & Behaviours

Essential

- Ability to build trust and develop effective working relationships within England Football Accredited Clubs.
- Ability to deliver practical support sessions to a range of club Volunteers.
- Understanding of how an England Football Accredited Club operates.
- An advocate for disability football with an understanding of the challenges and barriers that both players and volunteers can face.
- Commitment to attend additional training provided as part of this programme.
- Proficient IT skills in Microsoft Office with experience in organising and leading virtual meetings.
- Flexible in approach with willingness to work evenings and weekends, as well as travel across the County.

Desirable

- Knowledge of The FA's Gameplan for Disability Football; Football Your Way.
- Knowledge of the England Football Accreditation Framework.
- Knowledge of existing support measures available to England Football Accredited Clubs.

Job Description and Person Specification

Experience	
<p>Essential</p> <ul style="list-style-type: none">• Can demonstrate a history of success in developing disability grassroots football opportunities.• Experience of facilitating and engaging with volunteers.• Experience of engaging with external partners and stakeholders.	<p>Desirable</p> <ul style="list-style-type: none">• Experience of volunteering within a grassroots football club as a Committee Member.• Experience of mentoring others.• Experience of accessing external funding.
<p>Enhanced DBS Check required?</p>	<p>YES</p>
<p>Clean, full driving licence?</p>	<p>YES</p>

The job holder will be expected to understand and work in accordance with the values and behaviours described below:

FA Value	Behaviours
PROGRESSIVE	<p>Embraces new thinking in pursuit of continuous improvement:</p> <ul style="list-style-type: none"> • Identifies the need for, and actions change in direction, practice, policy or procedure • Questions the way things are done and takes informed risks • Continuously seeks to improve efficiency and performance
RESPECTFUL	<p>Sets the standards for respectful behaviour across the game:</p> <ul style="list-style-type: none"> • Maintains people's self-esteem when interacting with them • Avoids pre-judgement when listening to suggestions from others • Seizes the opportunity to apply FA standards at all times
INCLUSIVE	<p>Champions and ensures that football is, and will remain, a game for everyone:</p> <ul style="list-style-type: none"> • Openly collaborates with colleagues and partners in the game • Provides equal opportunity to people of different backgrounds, experience and perspective • Seeks out and embraces new ways of thinking and working
DETERMINED	<p>Tenacious and accountable. Serving the whole game and doing the right thing:</p> <ul style="list-style-type: none"> • Works relentlessly to overcome roadblocks or obstacles to achieve the goal • Remains focused on seeing agreed goals through to completion taking pride in their work • Maintains motivation for their team and themselves
EXCELLENT	<p>The very best outcome achieved by sustained excellence in performance:</p> <ul style="list-style-type: none"> • Seeks to achieve the highest levels of performance at all times • Persistent to achieve a standard that others consider impossible • Challenges others to go further and achieve more

Safeguarding

Devon FA is committed to safeguarding children and adults at risk. Due to the nature of this role, the successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check through The FA DBS process.

The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and the information provided.

Equality & Diversity

Devon FA promotes inclusion and diversity and welcomes applications from everyone. If you have any requirements in relation to the recruitment or interview process, please include details on the application form.

The form can be completed [here](#).



Application & Selection Process

Complete the Application Form and Equality and Diversity Monitoring Form and return to Devon FA no later than 5pm on Friday 20th January.

Applications received after deadline will only be considered in exceptional circumstances e.g. proof of posting indicates undue delay through no fault of the applicant.

Receipt of applications will not be acknowledged.

Shortlisted applicants will be contacted by Friday 27th January to arrange a mutually convenient interview time.

Interviews will be held on in the week commencing Monday 30th January, with time slots available to meet the needs of the applicant.

If required, second interviews may be held in order to determine the most suitable candidate for the role.

Application Documents

- Job Description and Person Specification
- Application Form
- Equality and Diversity Monitoring Form

Contact

If you have any questions about the role, please contact Ashley Harris, Football Development Officer - Equality, for an informal discussion.

Email - ashley.harris@devonfa.com / Call - 01626 323560

