



OXFORDSHIRE FOOTBALL ASSOCIATION
**FOOTBALL DEVELOPMENT OFFICER
PLAYER PATHWAYS**



WE ARE THE BEATING HEART OF OXFORDSHIRE FOOTBALL

Formed in 1884 with 11 founding clubs, we have been governing, supporting and growing the beautiful game in Oxfordshire for over 140 years.

We now represent over 20,000 players, 200 clubs, 1,000 teams and thousands more volunteers of all ages from grassroots to the EFL Championship.

As the home of local football at the heart of our community, we're proud to be developing the sport in Oxfordshire, providing opportunities For All, regardless of age, ability, faith, gender, sexuality or background to get involved in the game - in whatever role they choose.

We are the beating heart of football in Oxfordshire. We are one team. Our volunteers are our lifeblood.

We believe in creativity, collaboration and continuous improvement. Our mission is to sustainably grow the local grassroots game for the benefit of the whole community.



WE SHARE OUR VALUES WITH THE FA: TO AIM HIGH, EMBRACE DIFFERENCE AND ACHIEVE TOGETHER

PROGRESSIVE

- + Embracing new thinking in the pursuit of continuous improvement.

RESPECTFUL

- + Setting the standards for respectful behaviour across the game.

INCLUSIVE

- + Championing and ensuring that football is, and will remain a game for everyone.

DRIVEN

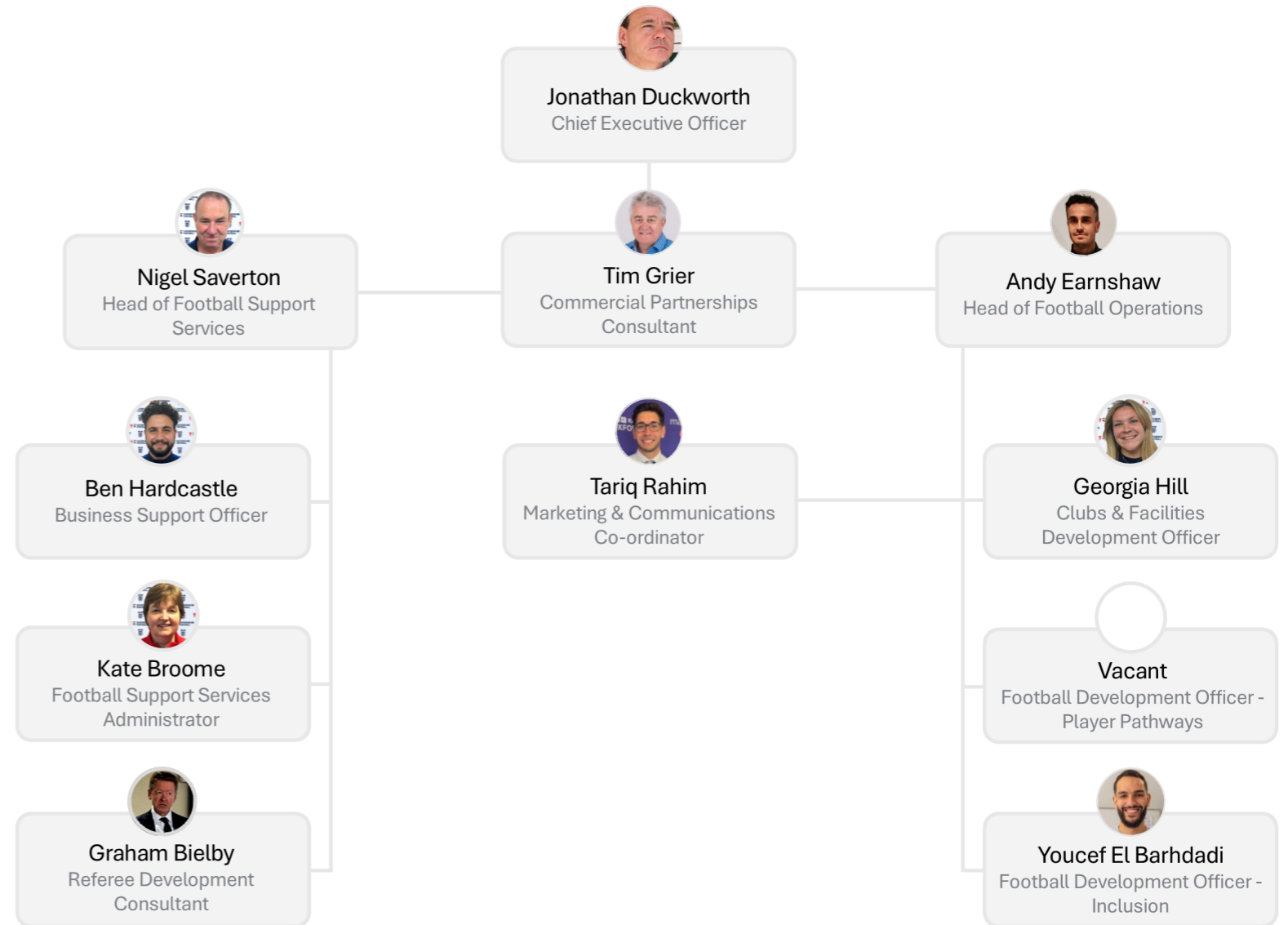
- + Determined, tenacious and accountable to each other in serving the whole game and doing the right thing.

EXCELLENT

- + The very best outcome can only be achieved by sustained excellence in performance.



HOW WE LINE UP





WHY WORK FOR US?

- + A forward-thinking employer with people at the heart of decisions
- + Organisational commitment to your training and development
- + Access to The FA's Training Ground digital learning platform
- + Access to the Employee Assistance Programme
- + Free Nike kit and trainers
- + 22 days annual leave per annum plus bank holidays
- + Additional day off for your birthday
- + Flexible, hybrid working and family-friendly policies
- + Access to the OXFA Rewards Scheme
- + Salary Exchange Pension Scheme
- + Access to purchase tickets for Men's and Women's England Internationals and FA Cup Finals
- + Opportunity to network with key FA and County FA Stakeholders at Wembley and St Georges Park



To locally deliver The FA's new landmark four year strategy - 'A Thriving Grassroots Game', we have created an exciting new role to improve playing choice and opportunity, deliver equal opportunities for women and girls to play, and deliver a valued network of coaches and volunteers across our county.

The Football Development Officer - Player Pathways will work as part of our dedicated Football Development team to support our clubs, leagues, key partner organisations and communities to provide opportunities to inspire and enjoy football from under-7s to over-70s.

Location: This is a hybrid role with opportunities to work remotely from the Oxfordshire FA office (currently Bodicote, OX15 4AA looking to move to Bicester in the new year), home and around the county.

Salary: £26,000 per annum

Hours: 35 hours per week (Requirement to work evenings and weekends in line with the demands of the role).

Contract: Full time - Fixed Term Contract (Expiring June 2028).

FOOTBALL DEVELOPMENT OFFICER - PLAYER PATHWAYS



KEY DELIVERABLES



- + Work collaboratively through local strategic networks within the community to support the growth and retention of both team-based and sessional-based playing opportunities for male and female players.
- + Map casual and team-based opportunities in clubs, community organisations and leagues, targeting gaps in football provision across key programmes, age groups and formats.
- + Utilise and deploy all aspects of national FA support to help drive access, equal opportunities and improve player choice.
- + Lead on the growth and development of existing and new leagues and competitions for teams across all ages and formats of the game.
- + Retain and grow the number of affiliated teams working with the Club and Facilities Development Officer to create player pathway opportunities within England Football Accredited clubs.
- + Retain and grow the number of casual opportunities to play using FA participation programmes such as Wildcats, Squad and Just Play, ensuring participation numbers are captured through Clubspark.
- + Embed research, insight and effective measurement into planning, decision-making and delivery across the game to meet the needs of players.
- + Support the planning, implementation and piloting of new FA initiatives.
- + Facilitate the movement of players transitioning from youth to adult football and school to community provision.
- + Support with the identification of talent in the female pathway, and the development and operations of Oxford United's Emerging Talent Centre.
- + Work with the Oxfordshire FA Football Development team to deliver a comprehensive workforce plan that supports football and promotes opportunities across coaches, volunteers and young leaders.
- + Work with the Oxfordshire FA Football Development, marcomms and wider team to raise the profile of grassroots football and communicate the range of football opportunities across each pathway.
- + Identify sources of funding that will be of benefit to grassroots football and provide appropriate advice and support to applicants.
- + Ensure that football is inclusive, diverse and reflective of local communities, and consult with the Inclusion Advisory Board (IAG) on key priorities and developments.
- + Execute tasks as required to meet Oxfordshire FA's changing priorities.
- + Contribute to ensuring that safeguarding and equality are embedded throughout Oxfordshire FA and grassroots football.
- + Collaborate with the Designated Safeguarding Officer in all matters involving under-18s and adults at risk within club development programmes.



KEY SKILLS & QUALIFICATIONS

QUALIFICATIONS

Essential: Educated to A level or equivalent.
Full UK Driving License.

Desirable: A qualification in sports development.

SKILLS

Essential

- + Ability to work strategically with partner organisations across different sectors to plan and deliver football programmes.
- + Project management skills and experience – to plan, set and achieve objectives to deadlines.
- + Excellent IT skills, including the use of Microsoft Office applications.
- + Ability to work independently and as part of a team.
- + Excellent time management and prioritisation skills.
- + Excellent problem-solving and decision-making skills.
- + Outstanding communication and presentation skills.
- + Exceptional customer service.
- + Budget management skills.
- + Report-writing skills.
- + Ability to use data to monitor and evaluate programmes.
- + Influencing skills to champion change.

Desirable

- + Practised at developing networks and relationships with a variety of stakeholders in order to support the delivery of strategic priorities.
- + Skilled in creating, delivering and maintaining pathways which support the growth, transition and retention of players.
- + Capability to create multiple reports, budgets and plans.



KNOWLEDGE & EXPERIENCE

ESSENTIAL

- + Passionate about working in football and championing football for all.
- + Practical experience of sports / football development.
- + Demonstrate a working knowledge of inclusion, equality, anti-discrimination and safeguarding.
- + Knowledge of The FA coaching qualifications and coach development framework.
- + Knowledge of the structure and partner organisations within football, nationally and within the County FA locality.

DESIRABLE

- + Knowledge of The FA's Grassroots Football Strategy.
- + Knowledge of The FA's Women and Girls Football Strategy
- + Experience of project management.
- + Experience of utilising mapping programmes to support strategic and logistical planning.
- + Knowledge and understanding of working with volunteers.



KEY RELATIONSHIPS WITHIN THE ROLE

- + The FA
- + Active Oxfordshire
- + Oxfordshire Pro & National League System Community Trusts
- + Oxfordshire FA affiliated leagues and clubs
- + Local Authorities
- + Schools, Colleges and Universities



FIND OUT MORE

For more information or an informal discussion about the role please contact Andy Earnshaw, Head of Football Operations via email at: Andy.Earnshaw@OxfordshireFA.com or call: 07856 902738.

HOW TO APPLY

- 1, Complete the online optional equality and diversity monitoring form [here](#) and
- 2, Email your up to date CV and covering letter, setting out how you feel you can meet the requirements of the role, to: Andy.Earnshaw@OxfordshireFA.com with 'Football Development Officer Vacancy' in the email's subject line.

The deadline for applications is **11:59pm on Monday 9th December 2024**. In-person interviews will take place on **Wednesday 18th December 2024**.

FURTHER INFORMATION

Oxfordshire FA are an equal opportunities employer and welcome applicants from all communities.

Due to the nature of the role, the successful candidate may need to undertake an FA Enhanced DBS check before commencement in the post. Safeguarding is everyone's responsibility, and all members of the board are required to keep up to date with training and qualifications to ensure we are keeping our football community safe.

FIND OUT MORE AND APPLY

Oxfordshire



**ENGLAND
FOOTBALL**