

JOIN OUR TEAM

**FOOTBALL
DEVELOPMENT
OFFICER
WOMEN & GIRLS**

APPLICATION PACK



**ENGLAND
FOOTBALL**



AN INTRODUCTION TO WILTSHIRE FA

Wiltshire FA is the not-for-profit, governing body of football in Wiltshire. With 1000 teams and in excess of 19,000 players of all ages and abilities playing in the County, Wiltshire FA is proud to support football For All. We offer administration and support to players, clubs and leagues to ensure our game is positive and inclusive. We believe our game should be played with RESPECT.

We offer professional training to enhance the skills of the football workforce and develop the next generation of coaches, referees, medics and administrators.

We deliver programmes and support facilities to inspire people to take part in football making sure there are enjoyable and accessible opportunities For All.

ABOUT THE ROLE OF FOOTBALL DEVELOPMENT OFFICER (WOMEN'S AND GIRLS')

Wiltshire FA are looking to recruit a dynamic individual to support the growth of the female game across the County. The Football Development Officer (Women's and Girls') is responsible for leading all aspects of the game in this area – including but not exclusive to league, club, team, coach and referee development.

The position reports directly to the Football Development Manager and will function to drive participation numbers through successful management of all aspects in relation to the female game in respect of the Wiltshire FA Business Strategy and Football Association's National Game Strategy.

For more information about the role please visit the website wiltshirefa.com/vacancies and download the job specification.

WHAT ARE WE LOOKING FOR?

Someone with;

- Enthusiasm and strong understanding of for women's and girls football,
- An ability to work strategically with partners organisations across different sectors to plan and deliver football programmes.
- Project management skills and experience – so they can plan, set and achieve objectives to deadlines, and evaluate.

- Drive for maximising football development opportunities – attracting new audiences to the game.
- A knowledge and understanding of the barriers to participation faced by females.
- A knowledge of The FA's growth strategy for women's and girls' football.
- A Knowledge and understanding of the infrastructure and networks that exist within education, recreation, competition and talent that can support the development of women's and girls' football.
- An appetite to improve Coaching Standards through a well-designed and co-ordination continuous professional development programme.
- An Ability to work under pressure, handle multiple priorities and meet deadlines.
- Excellent team working skills.
- Initiative - who can both unsupervised.
- A flexible approach to work – including working evenings and weekends to meet the specific demands of the role.

WHAT CAN WE CAN OFFER IN RETURN?

- Salary between £22,000 and £26,000 per annum (depending on experience)
- A generous holiday allowance of 28 day a year
- A commitment to learning & development – where we invest in our people, offering coaching and mentoring programmes along with technical and professional development and qualifications.
- An opportunity to be part of a forward thinking, progressive business.
- The chance to work with key strategic stakeholders within both the grassroots and the professional game.
- An opportunity to be part of a not-for-profit organisation that delivers excellence in Grassroots football for its thousands of player, coaches and volunteers.

HOW DO I APPLY?

If you are interested and would like to be considered;

1. Review the role description provided with this application pack and ensure you have both the resource and skill set available to conduct the role.
2. Complete the application form and ensure that the application form is returned no later than the closing date stated on the job advert.
3. Return the valid documents to Mark Young by the application deadline on mark.young@wiltshirefa.com or send via post to Mark Young, Wiltshire FA, Green Lane Playing Fields, Green Lane, Devizes, SN10 5EP

Any applications which are either not valid at the deadline or received beyond the deadline will not be accepted. The deadline for application is 5pm on Tuesday 15th March 2022.

Those applicants that have been shortlisted for interview will be notified by email within 5 working days of the closing date. We will not be notifying unsuccessful candidates, so if you have not received communications from us by said date and time then please assume you have been unsuccessful.

Interviews will take place at Wiltshire FA, Green Lane Playing Fields, Green Lane, Devizes, SN10 5EP on the week commencing Monday 21st March 2022.

HOW CAN I FIND OUT FURTHER INFORMATION?

Should you wish to find out more about the role and the opportunity then please contact Mark Young via email on Mark.Young@WiltshireFA.com or via phone 07342 734458.

IS THERE ANYTHING ELSE I NEED TO KNOW?

As this role will involve direct access to young people under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening and reference process, which will include a DBS Check, to ensure their suitability for the role.

The successful applicant will be required to have a full driving license and access to a vehicle.

Wiltshire FA is committed to equality of opportunity and welcomes applications from all sections of the community.