



Role Profile

Football & Education Officer

Role Reports To: Football and Education Manager

Role Purpose: The Football & Education (F&E) Officer is responsible for planning, leading, and delivering high-quality football sessions and matches across the Football & Education programme. You will also lead on the planning and delivery of Football in the Community and School Sports based sessions and activities, for children across a range of ages and abilities.

The F&E Officer will also play a key role in supporting the execution of the Aston Villa Foundation strategy and Football and Education departmental business plan.

Main Responsibilities and Accountabilities

- Plan and deliver training sessions and matches for a designated U19 team within the F&E Programme, implementing the coaching syllabus as per the Aston Villa Foundation technical programme and philosophy.
- Promote collaboration in the delivery of the programme between Aston Villa Foundation and Education partners and build positive relationships.
- Ensure appropriate communications of training sessions, matches and appraisals for all players and support the delivery of training camps, open evenings and trials when required.
- Responsible for all kit and resources associated with training, matches and fitness, ensuring the highest possible standards.
- Lead and deliver high quality school sport and extra-curricular coaching sessions, within the Schools programme, ensuring all activities are delivered to the highest standard.
- Plan, create and deliver lessons across the national curriculum using Premier League Primary Stars and Aston Villa branding to engage learners.
- Lead and deliver high quality Football in the Community Soccer School activities during school holidays, for children across a range of ages and abilities, ensuring all coaching activities are delivered to the highest standards.
- Flexibility to work evenings and weekends where required.
- Demonstrate commitment to Safeguarding by adhering to relevant policies, procedures and values relating to safeguarding children and adults at risk
- Support the Club's commitment to equality, diversity and inclusion
- Any other reasonable duties and responsibilities which your line manager or another senior officer at the club asks you to perform.

Qualifications, Key Skills & Experience

Essential

- UEFA C Licence Coach (FA Level 2 Qualification)
- FA Emergency First Aid Qualification and FA Safeguarding Qualification
- To be available on weekdays and the occasional weekday evening
- Demonstrable experience in coaching and developing players within the 11-a-side game.
- Exceptional organisational and motivational skills, with an ability to inspire and lead a team.
- Confidence in dealing with challenges and able to solve problems in a logical manner.
- Strong verbal communication skills which are clear, concise, and accurate to participants.
- Knowledge/understanding of the National Curriculum for Key Stages 1 and 2
- Experience delivering multi-sport activity and education-based lessons within schools.
- Proven experience of working in a community environment and leading football or multisport sessions

Desirable

- UEFA B Licence Coach (FA Level 3 Qualification)
- A D1 minibus licence would also be beneficial. Excellent IT, oral and written communication skills

Disclosure and Barring Service Check Requirement

- This role will be subject to an Enhanced disclosure.

Aston Villa Football Club is an inclusive institution that provides a welcoming environment to supporters, the local community, customers, employees, contacts and competitors. We want to ensure that the Club and all its subsidiaries are free from discrimination of any kind, embracing all regardless of age, race, disability, gender reassignment, pregnancy and maternity, sexual orientation, marriage and civil partnership, sex (gender), religion or belief.

Aston Villa Football Club is fully committed to safeguarding children and adults at risk across our Club. As such, we adhere to Safer Recruitment processes and for some roles a satisfactory enhanced disclosure via the Disclosure & Barring Service may be required prior to starting in a role at the Club. For more information, please see [Aston Villa Football Club | The official club website | AVFC - Safeguarding](#)