



Head of Recruitment Advert

Blackpool FC Academy are seeking an ambitious Head of Academy Recruitment to manage the clubs academy recruitment operations across all phases of the Academy player pathway.

Candidates should demonstrate an excellent track record in previous roles and be able to show a clear understanding of how to structure an elite recruitment department that allows the clubs to achieve its objectives.

Qualifications and Experience

- Applicants should hold formal qualifications within professional football and preference is for the FA Talent Identification quals
- Credible background within professional football with a track record for Recruitment of Elite level players
- Worked within an Elite level professional academy and has an enhanced understanding of EPPP rules and regulations
- Understands the catchment area BFC Academy can recruit from and has knowledge and experience of these areas.
- DBS Enhanced Criminal record check
- FA Safeguarding Children Qualification
- Valid UK Driving license

Desirable Qualities

- Previous experience as a Head of Recruitment within a professional academy or similar role
- Have an existing and relevant database of contacts already in place both regionally and internationally that will benefit BFC Academy
- Ability to work independently and manage own workload to perform efficiently
- Have the flexibility to act in an ever changing environment and travel to locations at short notice.



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Job Description

Head of Academy Recruitment		
<p style="text-align: center;">POSITION:</p> <p style="text-align: center;">Head of Academy Recruitment</p>	<p style="text-align: center;">DEPARTMENT:</p> <p style="text-align: center;">Academy</p>	<p style="text-align: center;">REPORTING TO:</p> <p style="text-align: center;">Academy Director</p>
OVERALL OBJECTIVES:		
<p>The Head of Recruitment (HOR) at Blackpool FC Academy is responsible for the direction and strategic plan for talent identification and recruitment into the academy. The HOR must create, manage and direct a team of recruitment staff to produce excellent results in player recruitment across the academy performance pathway. A detailed strategy must be created and delivered in line with EPPP guidelines and must enhance our academy operation to surpass that of our regional competition.</p>		
<p style="text-align: center;"><u>Main Objectives</u></p> <ol style="list-style-type: none"> 1. Structure a department that meets the needs of the academy and exceeds that of local competition to recruit the best possible players for each age group 2. Manage a team of recruitment staff to efficiently use their time to develop solid contacts and scout specific games and players as directed 3. Work as part of the Academy Management Team to enhance all areas of recruitment strategy and policies 4. Engage in developing a network of contacts throughout the UK and Internationally to grow the reputation of the club and recruit the most sought after talent available. 	<p style="text-align: center;"><u>Person Specification</u></p> <ol style="list-style-type: none"> 1. Excellent knowledge and understanding of recruitment strategies and academy rules. 2. Strong network of contacts throughout the UK relevant to the recruitment of academy players 3. Outstanding communication skills with a view to being able to speak with parents, coaches, players and contacts. 4. Strong organisational skills and competent in administrative duties. 5. Enthusiasm for the role and a proactive thinker who always looks for opportunities to improve and enhance the recruitment department. 6. Understands the competition element of the role and strives to out perform opponents in other clubs 	



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Summary of Duties

1. Work with coaching staff to identify target positions for each age group throughout the academy
2. Assess fixtures across professional academy programmes and grass roots football assigning scouts accordingly.
3. Act on information promptly and make decisive decisions to be primary club of choice for players
4. Provide coaching staff with specific information on incoming players and monitor regularly throughout initial trial.
5. Work closely with academys player profiles to bring in players who can be developed within our coaching programme
6. Produce statistics and further relevant data of the recruitment departments performance on a monthly basis to the Academy Director
7. Work closely with Academy Director to set targets for recruitment staff and monitor their performance on a monthly basis
8. Lead monthly recruitment staff meetings assessing KPIs for areas to develop in the department
9. Attend all player progression meetings through the pathway and advise on recruitment opportunities at all age groups
10. Work with Sporting Director to assist in scouting fixtures and working on succession plans for 18-23s.
11. Ensure any players are inducted prior to arriving at the club and all administration is completed to the standards set out by the club and EFL
12. Further develop own knowledge and qualifications throughout employment keeping up to date with the latest trends and strategies
13. Build and maintain a network of contacts across all key target clubs and areas including grassroots and academy football
14. Forge strong links with local grassroots football, BFC Community Trust and Schools in the local area
15. Manage all administrative duties regarding PMA and other platforms used by the department
16. Conduct mid-trial and end of trial reviews with Lead Phase coaches in a formal process for players and parents
17. Work closely with Head of Coaching regarding succession charts for the academy looking at long term objectives and targets.
18. Create detailed databases of players across all age groups to accurately record potential academy players.



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Other

- This is a full time role opportunity with permanent contract.
- The Salary for this position will be competitive with equivalent roles at other clubs.
- Relevant professional references will be sought prior to employment
- You will be required to demonstrate your commitment to equality, inclusion and anti-discrimination and attendance of training in these areas will be mandatory.

Candidates who wish to apply for the role should send in writing a formal application which includes CV and Covering letter to HR@blackpoolfc.co.uk

The closing date for applications will be Friday 16th June

Blackpool Football Club Ltd and the EFL are committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment. Posts advertised on this website may require Enhanced Criminal Record Checks and may include checks against the Barred lists, as such it is exempt from the Rehabilitation of Offenders Act (1974). Therefore, all convictions, including spent convictions that have not been subject to filtering by the DBS should be declared.

Equality and Diversity: Employees must always carry out their duties with due regard to Blackpool Football Club's policies and procedures. The employee must ensure a positive commitment towards equality and diversity treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.



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