VACANCY

International Football Programme Coach
Variable, Sessional

As a founder member of the Football League (EFL), Bolton Wanderers is a football club that is internationally renowned, having played in all four professional leagues of English football, as well as winning the FA Cup on four occasions.

There has never been a more exciting time to join Bolton Wanderers following the acquisition of the club in 2019, Football Ventures (Whites) Ltd under the chairmanship of Sharon Brittan. The club is undergoing a period of transformation with inspiring ambitions and clear plans for the future that will elevate the club back to its former prominence.

We now have a fantastic opportunity for a passionate individual to join us and be part of the journey as one of our International Football Programme Coaches assisting with our delivery of an excellent experience for visiting overseas teams.

As an equal opportunities employer, Bolton Wanderers Football Club is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join us. BWFC seek to ensure that all children and young people are protected and kept safe from harm while they are with staff and volunteers within Bolton Wanderers activities. Everyone at Bolton Wanderers have a safeguarding responsibility to all work colleagues, fans and any vulnerable adults and children.

If you think you would be suitable for the role please email hr@bwfc.co.uk for an application form.

Closing date for applications: 28th October 2022
Job Description

<table>
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<tr>
<th>Job Title</th>
<th>International Football Programme Coach</th>
<th>Contract Type</th>
<th>Casual</th>
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<tbody>
<tr>
<td>Reporting To</td>
<td>Head of International Football Programme</td>
<td>Department</td>
<td>Academy</td>
</tr>
<tr>
<td>Location</td>
<td>Lostock Training Ground</td>
<td>Responsible for (if manager)</td>
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Role Purpose

Deliver and assist in developing the international football programme at BWFC through

Main areas of responsibility

- Ensure all overseas teams have a professional and great experience as part of the international football programme
- Plan and deliver high quality coaching sessions for visiting teams
- Seek to continually improve the coaching aspects of the programmes
- Support with planning, management and organisation of tournaments and events
- Where appropriate share any new business opportunities identified, including presenting programmes to potential customers
- Act as a host for team visits as and when required
- Co-ordinate and deliver team / group itineraries ensuring effective communication and professional delivery
- BWFC seek to ensure that all children and young people are protected and kept safe from harm while they are with staff and volunteers within Bolton Wanderers activities. Everyone at Bolton Wanderers has a safeguarding responsibility to all work colleagues, fans and any vulnerable adults and children
• Be an ambassador of the Group, providing excellent customer service at all times whilst portraying a professional image

• Perform other duties as required, which are considered relevant to the post and to the objectives of the Group as identified by the Head of International Football Programme

• Treat all colleagues as customers ensuring respectful positive outcomes across communications.

• Adhere to and abide by all BWFC policies, procedures and guidelines especially remembering responsibilities to others under Equal Opportunities, Health and Safety, Equality and Diversity

• This post is subject to a DBS disclosure
# Person Specification

## Job Title: International Football Programme Coach

<table>
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<tr>
<th>Qualifications</th>
<th>Essential Requirements</th>
<th>Desirable Requirements</th>
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<tr>
<td></td>
<td>• FA Safeguarding Children Qualification&lt;br&gt;• FA Level 2 Certificate&lt;br&gt;• Enhanced DBS&lt;br&gt;• Emergency First Aid in Football (or equivalent)&lt;br&gt;• Member of the FA Licensed Coaching Club</td>
<td>• UEFA B Licence&lt;br&gt;• FA Youth Award (Module 3)</td>
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| Experience      | | • Previous experience in a professional football academy environment |

| Knowledge, Skills and Qualities | | • Excellent written, verbal and presentation skills<br>• Ability to organise, schedule and adapt to meet conflicting deadlines and respond to changing situations<br>• Proactively identifies and builds sustainable relationships with key stakeholders<br>• Team working |