

Internal & External Job Advertisement



Head of Academy Recruitment

Exeter City Football Club seeks to ensure the safety, safeguarding and wellbeing of all children, young people and adults at risk who engage in its activities.

We have an exciting opportunity to join our supporter owned football club as we are currently recruiting a Head of Academy Recruitment on a full time, permanent basis.

Candidates will need to have the FA Talent ID Level 2 qualification and experience of working in an elite sporting environment.

As the Head of Academy Recruitment you will be responsible for managing and overseeing the recruitment of young players into the ECFC Academy Player Progression Pathway (PPP).

Excellent communication and organisation skills are essential as the successful candidate will need to build a positive and professional rapport with potential trialist players and their families and take a lead on parent liaison for all academy players to ensure positive communication throughout the programme.

In addition to building the above relationships the Academy Head of Recruitment will need to build relationships with Regional Scouts, Spotters and Local League Liaisons to enhance our scouting network. Developing relationships with Category 1 & 2 Clubs is also key to this position as this will allow us to act as an exit strategy for PDP players released from those Clubs.

Maintaining records, facilitating the induction of all Academy trialists and collating the relevant information for the Academy Lead Phase Coaches will also form part of this role. Attending matches to scout specific target groups for the Academy is also key to this role.

The successful candidate will be required to attend safeguarding training as required by the Club and will need to utilise the 'MyConcern' system to 'recognise, respond, report and record' any safeguarding incidents in a timely and detailed manner.

Candidates will need to uphold and demonstrate the values, standards and behaviours of the Company and be a motivated and driven individual.

If you fit the above profile, then please do not hesitate to submit your application. Prior to applying for this role please review the job description and ensure you complete all forms as detailed below. All of these documents can be found on our website.

If you wish to apply for this position please complete an Application Form and Equality Monitoring Form and send a copy of your CV and a covering letter to HR, Exeter City Football Club, St James Park, Stadium Way, Exeter, Devon, EX4 6PX or email hr@ecfc.co.uk

The closing date is: 5pm on Sunday 15th May 2022

Interview date: To be confirmed.



www.exetercityfc.co.uk

Exeter City A.F.C Ltd Registered in England no. 97808



We Own Our Football Club

Exeter City A.F.C Ltd Registered in England no. 97808

Interview format: Formal panel interview.

Only completed applications that are sent directly to HR will be accepted. Any applications received after the closing date will not be accepted.

All candidates will require an Enhanced DBS Check and must be able to prove their eligibility to work within the UK.

ECFC is an equal opportunities employer and committed to safeguarding and promoting the welfare of children and young people and expects all staff and employees to share this commitment.

carpetright.

www.extercityfc.co.uk

Exeter City A.F.C Ltd Registered in England no. 97808

 [extercityfc](#)  [@OfficialECFC](#)  [OfficialECFC](#)  [OfficialECFC](#)

Exeter City A.F.C Ltd Registered in England no. 97808

THE TRUST

We Own Our Football Club