



Grimsby Town Football Club

Lead Foundation Phase Coach - Job Description

We don't just work for Grimsby Town Football Club – we *are* Grimsby Town Football Club. It's a remarkable story that began in 1878 and has continued uninterrupted ever since.

There is nothing bigger and nothing more powerful in uniting so many people – through purpose, passion and pride – than a football club. It's people's identity. It's their family; their heritage. It's where they belong. This is something that cannot be undone. The bond, ties and loyalty are forever. And by being here, we are part of the story.

This is no ordinary job. This is an extraordinary opportunity. We are more than staff, players, managers, coaches, analysts, physios, stewards and volunteers. We are friends, supporters, promoters, entertainers, role models and, in some cases, idols and legends. But we cannot be any of these things without each other.

None of us is bigger than all of us. Every day, we strive for better. We are a football club, but we're at the heart of something much bigger. A club formed from its community now has the power to define its community. We are today's authors of this black and white story.

This moment has been 143 years in the making. And the next chapter is in our hands. Together, we can achieve greater things. And to achieve greater things we need a great team, and this is where you come in.

Job Title	Lead Foundation Phase Coach
Line Manager	Academy Manager
Contract	Permanent
Salary	£24,000 to £26,000 - dependent on qualifications and experience
Holiday entitlement	28 days includes Public and Bank Holidays (pro rata in relation to hours)
Key internal relationships	Academy Manager, Head of Academy Coaching, Operations Manager, Lead PDP Coach, Lead YDP Coach, Head of Academy Medicine and Sports Science, Head of Recruitment, Education and Welfare Officer, Academy Administrator, Safeguarding and Welfare Officer, Academy Goalkeeper Coach

Purpose of the job

To manage the Foundation Phase (U9's-11's) of the Academy, including development centres and assist player progression into the Youth Development Phase (U12's-16's).

Main Roles & Responsibilities

- To liaise with the Academy Manager and/or Head of Coaching on matters relating to the Foundation Phase.
- To work in line with the Academy Philosophy, upholding the Academies 'aims, vision and values' at all times.
- To work within and uphold all the Academies policies and best practice guidelines, including; Safeguarding Children, Health & Safety, Recruitment, Equality and Codes of Conduct.
- To assist with the coaching of Academy teams and players as and when required.
- To attend and contribute to all In-service training and continual professional development (CPD) for Academy Coaches.
- To attend and play an active role in regular Academy Management staff meetings, reporting on all Foundation Phase player performance, progression and development.
- To keep up to date with all English Football League, Premier League and Football Association correspondence.
- To maintain appropriate levels of individual CPD as outlined within the Youth Development Rules and as required to retain FA Licensed coach status.
- To liaise with the Foundation Phase Parents/Guardians with regards to player development and progress at the Academy.
- Ensure you are aware of and keep up to date with best practice policies and guidelines.
- To show clear evidence of planning and evaluating Foundation Phase training sessions and player development.
- To ensure that all that all relevant PMA administration is kept up to date for the Foundation Phase, including; session planning, evaluations, attendance registers and match assessments (this list is not exhaustive).
- To oversee the planning, implementation and appropriateness of all Foundation Phase Individual Learning Plans (ILP's).
- To maintain and monitor all Academy equipment and resources available to, and utilised by the Foundation Phase.
- To ensure all Foundation Phase assessments & evaluations are up to date and complete on the PMA, including player feedback.
- Ensure Foundation Phase coaches adequately plan, deliver and evaluate weekly sessions in line with the Academy syllabus and philosophy.
- To contribute, adapt and evolve the current Foundation Phase coaching programme in co-ordination with the Academy Manager and Academy Head of Coaching in order to aid the progression of the Phase within the Academy.
- To develop and maintain positive relationships with grassroots teams, managers / coaches and other such officials.

- To act as match day coordinator for Academy home fixtures, ensuring necessary arrangements are in place and appropriate including, pitch and pitch setup, changing room availability for teams, coaches and officials with relevant signage in place.
- Continue to deliver and develop the Oasis Academy Wintringham player development programme.
- Ensure Foundation Phase coaches provide players with clear, concise and appropriate match day objectives for every Foundation Phase game.
- To work closely with the Head of Academy Recruitment and other Recruitment staff in the identification and selection of potential Youth Development Phase trialists, ensuring the Club attracts and retains the highest standard of player possible.
- Manage the promotion and transition of players through the Foundation Phase age groups, including under 7's and under 8s development centres.
- To be prepared to do any other duties to further the development of the Club and Academy as and when required

Knowledge & Experience

To be able to deliver this role, there are skills and experiences we are looking for are:

Qualifications

- UEFA A License
- FA Youth Award
- FA Safeguarding Certification
- Basic First Aid for Sport (BFAS)

Knowledge, Skills & Experience:

- Strong Leadership and Management Skills.
- Excellent communication Skills.
- Experience working with the Premier League PMA System.
- A working knowledge and understanding of professional football.
- Experience in talent identification and recruitment of players.
- An understanding of Sports Science and Medicine.
- Competence in all MS Office packages with experience of recording and reporting information.
- Experience of dealing with minors and an excellent understanding of Child Protection and Safeguarding procedures including the relevant clearances for individuals.
- An understanding of the EFL Youth Development rules and regulations.
- Previous Experience of Management within an Elite Sports Environment.
- A comprehensive understanding of the Elite Player Performance Plan (EPPP).
- Full clean driving license.

B Corporation

Grimsby Town Football Club is currently working towards B Corp Certification. B Corp Certification is a designation that a business is meeting high standards of verified performance, accountability, and transparency on factors from employee benefits and charitable giving to supply chain practices and input materials. To achieve certification, a company must:

- Demonstrate high social and environmental performance by achieving a B Impact Assessment score of 80.
- Make a legal commitment by changing their corporate governance structure to be accountable to all stakeholders, not just shareholders, and achieve benefit corporation status.
- Exhibit transparency by allowing information about their performance measured against B Lab's standards to be publicly available on their B Corp profile on B Lab's website.

B Corp Certification is holistic, not exclusively focused on a single social or environmental issue. And the process to achieve and maintain certification is rigorous and requires engaging teams and departments across the whole organisation. All employees are expected to commit to the journey of achieving B Corporation Status.

Safeguarding Statement

Grimsby Town Football Club is committed to safeguarding the welfare of children and young people and expects all staff and Volunteers to endorse this commitment. This post requires an Enhanced Disclosure and Barring Service Check (DBS) as such it is exempt from Rehabilitation of Offenders Act (1974). Therefore, all convictions including spent convictions that have not been subject to filtering by the DBS should be declared". Relevant information and / or documents will be distributed as part of the recruitment process.

Equality, Diversity and Inclusion

Grimsby Town Football Club's commitment to Equality, Diversity and Inclusion is to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status or civil partnership race, nationality, ethnicity (race), religion or belief, ability or disability, pregnancy or maternity and to encourage equal opportunities (Protected Characteristics, Equality Act 2010).

Employees of Grimsby Town Football Club must ensure a positive commitment towards equality, diversity and inclusion by 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.