



LEEDS UNITED®

Ball Squad Supervisor

An exciting job opportunity has arisen at Leeds United FC for a Matchday Ball Squad Supervisor based at our stunning Elland Road Stadium.

Leeds United Football Club is an English professional football club based in the city of Leeds, West Yorkshire and play at our fabulous stadium based on Elland Road, which has been the home of Leeds United since 1919 and remains one of English football's great theatres and is 'the only place for us' ever since. With a capacity of 37,890, it is England's 11th largest football ground in the Premier League.

Everyone at Leeds United is dedicated to working as one team and to be the best we can be.

Come be part of our fabulous team as we March on Together.

Contract Type:	Casual Contract
Hours of Work:	Approx. 5/6 hours at Home Games
Responsible to:	Match Day Wellbeing Support Supervisor
Location:	Elland Road Stadium, Elland Road, Leeds, West Yorkshire, LS11 0ES
Aim of Role:	The Ball Squad Supervisor will have responsibility for supervising the ball assistants on matchdays.

Duties and responsibilities:

- 🏆 Work alongside the Head of Safeguarding and Head of Matchday Security & Safety to lead on the recruitment, induction and training for ball squad assistants for Leeds United Football Club
- 🏆 Supervise the safe drop off and collection of all ball squad assistants before and after each fixture
- 🏆 Communicating with parents/ball squad assistants on fixture dates and meeting times to ensure appropriate levels of ball squad assistants at all home games
- 🏆 Present at all home games reporting 2 hours before KO and finishing approx. 45 mins after final whistle
- 🏆 Coordinate ball squad assistants pre-game including ball collection during warm up.
- 🏆 Ensure ball squad assistants are appropriately positioned and are returning the ball to the field of play in a timely manner
- 🏆 Provide Head of Matchday Security & Safety with a debrief after every fixture
- 🏆 Ensure ball squad assistants are wearing the appropriate clothing for the weather conditions.
- 🏆 Responsible for ensuring the adherence to appropriate and expected conduct and behaviour of ball assistants before, during and after the game
- 🏆 Work alongside other relevant departmental staff including Head of Safeguarding and Head of Matchday Safety and Security where appropriate

- 🛡️ Take responsibility during your activities for critical business functions such as HR, H&S, Safeguarding and E&D ensuring compliance with Leeds United FC policies, legislation and best practice
- 🛡️ To possess and develop a working knowledge of Safeguarding children regulations in line with Company policy & procedures
- 🛡️ To take a proactive approach to safeguard and promote the welfare of the ball assistants.
- 🛡️ Report and record safeguarding and/or poor practice concerns in line with the Club Safeguarding Policy
- 🛡️ Use MyConcern to log safeguarding reports and actions
- 🛡️ To provide support and guidance to the ball Assistant parents / carers on matchdays
- 🛡️ To understand the requirements of ball Assistants during the game
- 🛡️ To have an understanding of the game and the requirements of the Football Association and Premier League with regards to ball Assistants
- 🛡️ To work effectively with the Head of Safeguarding and EDI to ensure the safeguarding and equality policies are delivered on a matchday.
- 🛡️ To report any breaches of these policies to the Head of Matchday Safety and Security and Head of Safeguarding & EDI
- 🛡️ To undertake internal or external training as required for the role

Required Qualifications & Skills:

- 🛡️ Having attended safeguarding training and/or relevant experience in a safeguarding, or welfare role.
- 🛡️ FA children safeguarding certificate
- 🛡️ FA welfare officer certificate desirable
- 🛡️ A child-centred approach
- 🛡️ Experience of working with and supervising children and young people
- 🛡️ Experience of applying safeguarding policy and procedures
- 🛡️ Football coaching skills and experience desirable

Required Behavioural Attributes:

- 🛡️ Strong interpersonal skills
- 🛡️ Reliable, punctual & honest
- 🛡️ Excellent communication skills
- 🛡️ Positivity and objectiveness
- 🛡️ Ability to use initiative and be creative
- 🛡️ Able to adapt to changes in a fast-moving environment;
- 🛡️ Calm/studious;
- 🛡️ Able to work under pressure and sometimes without specific instruction;

- 🏆 Approachable.
- 🏆 Must adhere to confidentiality and data protection procedures at all times
- 🏆 Ability to prioritise and manage time effectively
- 🏆 Confident and assertive
- 🏆 Ambition, passion and willingness to learn
- 🏆 Aged 18 or over due to the matchday environment

Equality & Diversity Statement:

As we are a diverse organisation that respects differences in race, ethnicity, religion or belief(s), gender, gender identity or expression, sexual orientation, marital status, disability, age or with regards to pregnancy or maternity, we welcome all applications. We want everyone to feel valued and included in the football community and to achieve their full potential. Leeds United is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate

Safeguarding & Recruitment Statement:

Leeds United FC are committed to safeguarding and promoting the welfare of children, young people and adults at risk, and expect all staff to share this commitment. All staff, whatever their role will receive safeguarding training and will be expected to champion the culture of 'safeguarding is everybody's responsibility.

This role will require an enhanced DBS

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation

You must be over 18 to apply. If you are interested in the position and joining our friendly team please click on the link or scan the QR code below to complete our online application form.

Click on the Link to Apply:

<https://forms.office.com/e/CMSVN0dKa7>