

## Academy Lead Coach Part-Time Role Description & Person Specification

<b>Position:</b> Academy Lead Coach Part-Time	<b>Department:</b> Academy	<b>Reporting to:</b> Lead Phase Coach
<b>Salary:</b> £5,241.60 per annum	<b>Contract:</b> Fixed Term	<b>Hours per week:</b> 12 hours, any 4 from 7 days

**Overall Objective:** To develop the Academy players aligned with the club coaching & playing philosophy through training and matches

Job Description	Person Specification
<p><b>Main Objectives:</b></p> <ul style="list-style-type: none"> <li>• To plan, prepare and lead the delivery of coaching sessions as per the agreed timetable aligned with the coaching and playing philosophy</li> <li>• To ensure all administration requirements for your respective age group including PMA / HUDL &amp; reviews are completed on a weekly basis</li> <li>• To ensure the session plan is designed using the MK Dons session template and uploaded onto the PMA post session</li> <li>• To ensure that the players use HUDL &amp; the PMA on a regular basis for their match reviews and that the review process is regularly monitored</li> <li>• Comply with all company policies/procedures and regulations relating to your role in the Academy</li> <li>• To maximise attendance at all relevant Academy Coach Meetings (Phase/Academy &amp; CPD events) with the aim to contribute towards the Academy's goals and objectives</li> <li>• To be prepared to do other duties to further the development of the Club and Academy as and when required</li> <li>• To manage and maintain all Academy equipment and resources.</li> </ul>	<p><b>Essential skills and qualifications:</b></p> <ul style="list-style-type: none"> <li>• Willing to adopt the MK Dons coaching &amp; playing philosophy</li> <li>• Appetite for self-development</li> <li>• IT literate and able to effectively use/learn to operate various platforms including Microsoft / PMA / HUDL / Zoom</li> <li>• Excellent communication and interpersonal skills</li> <li>• Have a flexible attitude to work</li> <li>• Ability to work on own initiative and as part of a team</li> <li>• Have a polite and courteous manner</li> <li>• Be organised, have good time management skills</li> <li>• Have the enthusiasm to set high standards and achieve company objectives</li> <li>• Ability to liaise with footballers, coaches, management and other stakeholders in a professional manner</li> <li>• Be prepared to work evenings and weekends</li> <li>• Previous academy coaching experience</li> </ul> <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Hold the following qualifications: UEFA 'B' Coaching Certificate FA Learning Safeguarding Children Certificate FA Basic First Aid for Sport Certificate Current FA Licensed Coaches Club Member</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Full driving licence ideally including the D1 Category</li> <li>• UEFA 'A' licence Coaching Certificate</li> </ul> <p><b>This Role is a regulated post and is exempt from the Rehabilitation of Offenders Act and therefore requires an enhanced DBS</b></p>
Reference:	Closing date: FRIDAY 23rd October 2020 at 5 pm

To apply for the job listed please complete our Application Form and send it to [careers@stadiummk.com](mailto:careers@stadiummk.com). Please note we do not accept CVs as part of an application.