

# Professional Player to Coach Scheme (PPCS)

## Position Details

<b>Position:</b> PPCS Coach	<b>Department:</b> Academy	<b>Reporting to:</b> Academy Head of Coaching
<b>Salary:</b> £22,000	<b>Contract:</b> fixed term (23 month)	<b>Hours per week:</b> 37.5

**Key Contacts: Internal** – Academy Manager, Head of Coaching, Lead Phase Coaches, Part Time Coaches, Sport Science and Medical Staff, Marketing and Events, Box Office, Human Resources. **External** –Premier League, EFL, LFE, FA and PFA.

Role Description	Person Specification
<p><b><u>Club Induction &amp; Development</u></b></p> <ul style="list-style-type: none"> <li>Learn about the club the staff its structure and values</li> <li>Understand long term player development at MK Dons</li> <li>Set goals within the role</li> </ul> <p><b><u>Multi-Disciplinary</u></b></p> <ul style="list-style-type: none"> <li>Work with and across other departments</li> <li>Understand how other departments operate and communicate across departments</li> </ul> <p><b><u>Coaching (Leading &amp; Assistant)</u></b></p> <ul style="list-style-type: none"> <li>Learn to observe tasks objectively and subjectively</li> <li>Develop planning, delivery, and ability to give and receive in feedback</li> <li>Learn to communicate effectively with players and staff</li> </ul> <p><b><u>Leadership</u></b></p> <ul style="list-style-type: none"> <li>Develop leadership qualities</li> <li>Develop ability to prioritise tasks</li> <li>project management skills</li> </ul> <p><b><u>Coach Development</u></b></p> <ul style="list-style-type: none"> <li>Identify personal strengths and weaknesses</li> <li>Take part in club specific CPD</li> <li>Maintain and work towards a specific development action plan</li> </ul> <p><b>This role will require the successful candidate to have an Enhanced DBS check</b></p>	<p><b><u>Background</u></b></p> <ul style="list-style-type: none"> <li>Black, Asian and Mixed Heritage Men and Women who are PFA Members</li> <li>This is a positive action scheme aimed at addressing under-represented groups in football coaching. Applications will only be accepted from individuals who identify as being from those backgrounds</li> </ul> <p><b><u>Experience</u></b> (<i>Essential</i>)</p> <ul style="list-style-type: none"> <li>PFA Member</li> <li>Professional playing experience in men’s or women’s football</li> <li>No previous experience of full-time coaching in a Premier League or English Football League Club</li> </ul> <p>(<i>Desirable</i>)</p> <ul style="list-style-type: none"> <li>First Team playing experience</li> <li>Experience of coaching a team or group of players on a regular basis</li> <li>Full Driving Licence</li> <li>D1 Category (Minibus) Driving Licence</li> <li>FA Level 2 (or above) Talent ID Certificate</li> </ul> <p><b><u>Qualifications</u></b> (<i>Essential</i>)</p> <ul style="list-style-type: none"> <li>FA Level 3 (UEFA B) Coaching Certificate</li> </ul> <p>(<i>Desirable</i>)</p> <ul style="list-style-type: none"> <li>UEFA A Licence</li> </ul> <p><b><u>Qualifications to be achieved for start of employment (Sept 22)</u></b></p> <ul style="list-style-type: none"> <li>FA Safeguarding Certificate</li> <li>Emergency Aid Certificate</li> </ul> <p>The successful candidate will be supported through all necessary qualifications by the football club.</p>

<p><b><u>Candidate Qualities</u></b></p> <ul style="list-style-type: none"> <li>People with high potential to be role models and world-class football coaches</li> <li>Able to demonstrate the appropriate skills required for a football coach working in a Multi-Disciplinary Team</li> <li>Able to demonstrate high-level interpersonal skills, where they can communicate effectively and appropriately with a wide range of individuals and groups of people</li> <li>Candidates should be able to demonstrate the resilience required to be able to succeed in challenging high-performance football environments</li> <li>Candidates should be able to demonstrate a high motivation to become a football coach in English Professional Football and to help other footballers and teams to successfully develop and perform</li> <li>The Scheme is interested in candidates who have an aspiration to work at any age group (Foundation Phase, Youth Development Phase, Professional Development Phase and/or First Team)</li> <li>IT literate with a willingness to learn how to use all internal systems including the PMA effectively</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>The ability to meet deadlines</li> <li>Always keep a clean and tidy appearance when representing the football club</li> </ul>
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- Be able to adapt to changing circumstances
- Have the drive and enthusiasm to set high standards and achieve company objectives
- Be prepared to work evenings and weekends.
- Compliant to company policies/procedures and regulations relating to your role in the Academy
- Motivated to develop professionally and keeps accurate records that support the CCF and Coaching DAP's
- Comfortable in formal and informal learning environments

### **How to Apply**

The Professional Player to Coach Scheme placement opportunity welcomes applications from coaches who are Black, Asian and Mixed Heritage men or women and are PFA members. Reasonable adjustments will be made for any applicant with a disability, and these should be requested directly to Head of HR Amanda Hall [careers@stadiummk.com](mailto:careers@stadiummk.com)

MK Dons believe in equal opportunities and all applications will be assessed on merit only. MK Dons will be using a blind-shortlisting process to identify candidates who will be invited to interview. All personal data that the applicant shares on the equality monitoring form will be submitted separately and not form any part of the application process. This information is collected simply to see if our advert is reaching a wide and diverse range of applicants who are applying for this role. The successful candidate will be selected based on merit as measured against the candidate description and person specification, set out above.

To Apply please complete the Stadium MK Application Form in full. Please include the contact details of two references along with all formal and professional education. We also advise you attach your FA number (FAN). Send the completed application form to [careers@stadiummk.com](mailto:careers@stadiummk.com).

#### **Next Steps (for successful applicants)**

Only applicants who meet the above criteria will be considered for the role. All successful applicants will be requested to complete a short (3-5 minute) video/audio submission answering the following:

1. Clearly describe your current coaching philosophy. – How do you coach? What is your style and why do you do it this way?
2. Explain why you have applied for the PPCS scheme and how you think it will benefit you?
3. Share some of your personal aims and ambitions in the role and explain what you think a successful PPCS experience would look and feel like?

The deadline for receiving your video will be 12pm on Monday 8<sup>th</sup> August. Videos received after this time without any prior communication may result in no longer being considered for the role. All submissions should be sent via a file sharing platform and sent to [stephen.payne@mkdons.com](mailto:stephen.payne@mkdons.com)

**ONLY successful applicants should prepare and send a video submission**

The interview shortlist will be created from the video submissions. Successful applicants moving to the interview stage should expect 1) a 45-minute discussion and 2) technical coaching assessment to take place at the Academy training ground, scheduled between Monday 15<sup>th</sup> August - Friday 26<sup>th</sup> August. Upon invitation, reasonable adjustments for the interview can be requested.

Link to Privacy Policy (MK Dons)

<https://www.stadiummk.com/privacy-and-cookie-policy>

Link to Privacy Policy (Premier League)

<https://www.premierleague.com/privacy-policy>

**Reference: PPCS June 2022 (SP)**

**Closing Date: 3<sup>rd</sup> August 2022**