



Pre-Academy Coach (Part Time)

Job Description

Job Title	Pre-Academy Coach (Part Time)
Department	Academy
Reports To	Academy Manager
Direct Reports	Pre-Academy Phase Lead Coach
Key Contacts	Academy Manager, Academy Head of Coaching, Designated Safeguarding Officer and Player Care, Foundation Development Phase Lead Coach, Academy Coaching Staff, Head of Academy Goalkeeping, Head of Academy Recruitment, Pre-Academy Coaching Staff, Players, and Parents.
Budgetary Responsibilities	None
Location	Llisbury High School, Nash Road, Newport NP19 4RP
Hours	Flexible hours for evenings and weekends / Minimum 5 hours per week
Job Purpose	<p>A fantastic opportunity has arisen to join the Newport County AFC Academy Coaching Department.</p> <p>The Academy is seeking to recruit a part-time Pre-Academy Coach to lead our U7 or U8 age groups and opportunities to assist our Foundation Development Phase (U9-U10). The successful candidate will play a pivotal role in developing players in line with Newport County AFC's training/games programme and will be provided support in their professional development by the Pre-Academy/Foundation Phase Leads and Head of Coaching.</p>
Remuneration	Dependant on coaching qualification

Role Responsibilities & Key Duties	
1	To plan, deliver, and evaluate coaching sessions in line with the pre-academy's curriculum and the academy's coaching framework
2	To plan, write and deliver mid-season/end of season reviews and Individual Action Plans
3	To take responsibility for the care and maintenance of all age group training equipment
4	To attend Saturday or Sunday fixtures where applicable
5	To attend additional training/game contacts if/when required
6	To contribute to the recruitment & trial process of the programme if/when required
7	To adhere to Newport County AFC values and ensure that all players show respect in a high engaging learning and safe environment
8	To adhere to the Coaches Code of Conduct
9	Follow all Club Policies, such as Equality & Diversity, Health & Safety and Safeguarding
10	To maintain FA/FAW Licensed Coaches Club membership criteria
11	To undertake appropriate CPD in line with EFL rules and regulations
12	To provide relevant feedback to line management as required



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Person Specification

Qualifications		Essential	Desirable
1	FAW C Certificate / UEFA C Licence / FA Level 2 in Coaching Football – Outfield Award	✓	
2	UEFA B Licence – Outfield Award		✓
3	FA Youth Module 1-3		✓
4	FA Advanced Youth Award		✓
5	Recognised First Aid Qualification (Emergency Aid)	✓	
6	FA Basic First Aid for Sport (BFAS) or FA Intermediate First Aid for Sport (IFAS)		✓
7	DBS check	✓	
8	PTLLS or other teaching qualification		✓
9	FA Safeguarding Certificate	✓	
Skills, Knowledge & Experience			
10	Extensive knowledge and experience of the role and the position	✓	
11	Experience working across academy age groups	✓	
12	Experience working with young professional players		✓
13	Understanding of the Elite Player Performance Plan (EPPP)		✓
14	Experience of scouting & talent identification processes and procedures		✓
15	IT skills to include the ability to use Performance Management Application (PMA) software and Microsoft Office (Excel, Word and Outlook)	✓	
16	Excellent interpersonal and communication skills	✓	
Attitude/Behaviours			
17	Ability to work under pressure and to tight deadlines	✓	
18	A genuine team player	✓	
19	A reliable individual	✓	
Personal Qualities			
20	Displays a high level of discretion	✓	
21	Personable with an ability to build individual relationships	✓	
22	Hardworking and enthusiastic	✓	
23	Empathetic to young players	✓	
24	Ability to adapt to changing circumstances	✓	
25	Loyal and committed	✓	

Safeguarding Statement

Newport County AFC is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment.

This post requires Enhanced Criminal Records Checks and may include checks against the Barred Lists, 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.

BAME Declaration

The English Football League has introduced positive action measures aimed at tackling the under-representation of coaches and managers from Black, Asian and Minority Ethnic (BAME) backgrounds. New regulations require clubs to shortlist at least one suitably qualified BAME candidate (where an application has been received) for all roles in Academy football that require a UEFA A or UEFA B Licence.

As part of the application process, you will therefore be asked to declare your ethnicity.

E & D Statement –

Newport County AFC Academy is committed to providing services which embrace diversity and that promote equality of opportunity.