

EMPLOYMENT APPLICATION FORM



Please complete **all sections** of this application form and return to the Academy Manager tony.daws@scunthorpe-united.co.uk prior to or at the latest on the closing date. Any incomplete applications received will be returned to the individual for completion. You will be notified within 7 days of the application close date if you have been short-listed for interview. **If you do not hear from us unfortunately you will not have been short-listed.**

Position Applied For:	Head of Academy Coaching & Coach Development
Full Time	

Section 1 Personal Details			
Title:		Last Name:	
First Names:			
Address:			
Post Code:			
Home Telephone Number:			
Mobile Telephone Number:			
Email Address:			
Are you eligible to work in the UK? Please provide photo copy of passport and driving license and recent utility bill with your application.	Yes	No	Delete as appropriate

Section 2 Mandatory Qualifications	
You are required to hold a number of mandatory minimum qualifications for the role, as per Elite Player Performance Plan (EPPP) regulations. <u>These are located in the Job Description.</u> Please note - Applicants who do not currently possess the mandatory minimum qualifications cannot be considered for the role. Under the rules, you cannot be working towards the qualification.	
Football Coaching Qualifications	Date Awarded
Academy Manager award	
UEFA Pro License	
UEFA A License (mandatory for this job role)	
UEFA A License prep course	
UEFA B License	
FA Advanced Youth Award (mandatory for this job role)	
FA Youth Award (Assessed)	
FA Youth Award module 3	

FA Youth Award module 2	
FA Youth Award module 1	
FA Developing Defenders – position specific award	
FA Developing Midfielders – position specific award	
FA Developing Strikers – position specific award	
UEFA A Gk License	
UEFA B Gk License	
FA Tutor (indicate level)	
Medical and other associated qualifications	
Psychology for football 1-5 (state level)	
Emergency First Aid for Sport (EFAiF)	
Member of Health Professionals council (HPC)	
Chartered Physiotherapist	
Sports Science degree	
FA Fitness trainers award	
FA Safeguarding Children Workshop	Insert certificate number and expiry date
Enhanced Disclosure and Barring certificate (DBS)	Insert certificate number and expiry date
Member of FA Licensed Club	Insert membership number and expiry date
Any Other Relevant Qualifications & Training	
Qualification	Date Awarded

Section 3 Academic Education (i.e. School/College/University)			
Dates attended	Name of Institution	Qualification(s)	Level/Grade Awarded

Section 4 General Employment & Football Coaching Employment History (Most recent first)

Name and Address of Employer	Date From: (MM/YY)	Date To: (MM/YY)	Job Title:	Main Responsibilities:	Reason for Leaving:
Your current Gross Basic Salary:				Your Length of notice period:	

Section 5 Please explain what is your Player Development Philosophy

In no more than 250 words, please summarise your philosophy on player development;

What percentage would you equate to player development being most important in each development phase and the reasons why?

What percentage would you equate to winning being most important in each development phase and the reasons why?

Section 6 References

Please give the names and addresses of your two most recent employers (if applicable) or your most recent employer and a personal referee. If you are unable to do this, please clearly outline who your referees are. Please note that references will only be sought should we be giving serious consideration to employing you.

Reference 1		Reference 2	
Name:		Name:	
Position:		Position:	
Organisation:		Organisation:	
Relationship:		Relationship:	
Address:		Address:	
Post Code:		Post Code:	
Telephone Number:		Telephone Number:	
Email:		Email:	

Section 7 BAME Declaration

The EFL 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:

Do you consider your ethnicity to fall within one of the following definitions? <ul style="list-style-type: none"> • Black • Asian • Other Minority Ethnic (i.e. from any other ethnic group that is not 'White British'). 	Yes	No	Delete as appropriate
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Section 8 Declaration

I confirm that the information provided in this application form is truthful and accurate. I have omitted no facts that could affect my employment. I understand that any false misleading statements could place any subsequent employment in jeopardy. I understand that any employment entered into is subject to documentary evidence of my right to work in the UK and satisfactory references. I expressly consent to personal data contained within this form being recorded for the purposes of assessing suitability for the post and may form the basis of any subsequent personnel file.

Signed:		Date:	
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Scunthorpe United Football Club undertakes that it will treat any personal information that you provide to us, or that we obtain from you, in accordance with the requirements of the Data Protection Act 1998.

Section 9 Self Declaration - Rehabilitation of Offenders Act.

Scunthorpe United Football Club is committed to safeguarding and promoting the welfare of children and young people and expects all those staff and volunteers to share this commitment. This role involves the supervision of and work with children and young people. This role will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by The FA. As such this post is exempt for the Rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions. The definition of 'Spent Convictions' has recently changed and information on the list of offences that will never be filtered from a criminal records check can be found at:

<https://www.gov.uk/government/publications/dbs-list-of-offences-that-will-never-be-filtered-from-a-criminal-record-check>

1. Have you ever been convicted of any type of criminal offence whatsoever or have you ever had a conviction or bind-over order? YES / NO
2. Is a prosecution pending related to children, or any offence involving violence of any nature or drug related or sexual offences? YES / NO
3. Are you a person known to any Social Services Department as being an actual or potential risk to children? YES / NO
4. Have you ever been disqualified or prohibited from fostering children or had your rights or powers in respect of any child vested in or assumed by a Local Authority or had a child ordered to be removed from your care?

If the answers to any of the above questions is YES, you must supply full details, in confidence, with this form.

I have read and understand the notes regarding completion of this form. I hereby consent to the appropriate level of Disclosure and Barring check and consent to provide The FA CRB with information and documentation as required by them and to provide a copy of my

DBS/CRC disclosure with the appropriate person at the club and to support ensure that both can make a suitability/employment decision regarding my work with children.

I understand that the results of employment decision regarding this information and the DBS Disclosure will be recorded in my personnel file in line with The Data Protection Act 1998.

I understand that I must notify the Academy immediately of any matter relating to a question above (including any change in the details) during the term of my employment/volunteering with the club. I understand if I have knowingly provide false or misleading information on this or any recruitment documentation that I may be subject to disciplinary procedures or dismissal.

I understand that I have a right of access to information held on me and other rights under The Data Protection Act 1998.

For Office Use Only	
Date Received:	
Does the applicant currently hold the mandatory qualifications	
Shortlisted for Interview and reasons why	Yes
	No
Date of Interview	
Name of person/people conducting interview	
Any Comments:	