



Here for good.

Community Coach

Spartans Community Football Academy is a charity and social enterprise in North Edinburgh, focusing on community engagement and participation and delivering social impact through the power of people and sport.

You can find out more about the organisation at <http://www.spartanscfa.com>

Job Title	Community Coach
Key Objective	To provide high quality coaching in all football sessions, to lead the development of new sessions to target new participation and provide a supportive environment for youngsters to develop their skills.
Responsible to	Football Development Manager
Liaises with	All Academy Staff, customers, and volunteers
Location	The Spartans Community Football Academy, 94 Pilton Drive, Edinburgh EH5 2HF
Salary	Dependant upon experience

Key Responsibilities

- Delivering coaching sessions in school settings which may involve lunchtime clubs, after school clubs or curriculum time sessions.
- Develop and increase participation levels of boys' and girls' football in North Edinburgh.
- Delivery and coordination of our Tuesday & Friday Football coaching programmes.
- Promote and co-ordinate all Academy Birthday Parties by dealing efficiently and promptly with all customer enquiries.
- Design, deliver and evaluate coaching sessions delivered as part of The Academy Community Programme offering including Holiday Hattricks, SatSun Soccer, Midweek Messi, and Tuesday/Friday Football programme.
- Promote Academy Community Programmes, design marketing materials, issue materials to relevant target audience.
- Deal with customer booking enquiries regarding Community Programmes, ensuring registers and payments for all community programmes are updated accurately (when required).
- Working with less experienced coaches and ambassadors to support their professional development.
- Establishing and maintaining good working relationships with other relevant agencies and individuals for example Active Schools, SFA, and local primary schools.
- Collect and study session plans in advance, adapting where necessary, whilst ensuring they adhere to The Academy Coaching Curriculum.
- Continual liaising with other members/managers of The Academy team to ensure consistency throughout the organisation.
- Willing to contribute to your own continued professional development by attending organised training courses and researching other appropriate development opportunities.
- Work in cafe/bar area during operational hot spots (when required).
- Help with building maintenance related tasks for example cleaning related tasks (when required).

Key Competencies

- Commitment to delivering great customer service and aims to exceed customers' expectations.
- Motivate and engage with players/children.
- Communicate effectively with staff, players and parents.
- Work as part of a team.
- Pro-active and self-motivated attitude.

- Strong administrative skills.
- Receptive and listens to others.
- Attention to detail.
- Strong interpersonal skills.
- Display a positive can-do approach.

Essential Criteria

- Scottish FA Level 1.3 Children's Coaching Award.
- Proven track record of successfully delivering community coaching programmes and achieving targets.
- A good knowledge of grassroots football and sports development programmes.
- Experience in working with football clubs and in the third sector.
- Excellent communication skills, both verbal and written in a professional environment.
- Computer literate, in particular Word, Excel and PowerPoint and an ability to be administratively self-sufficient.
- Proven ability to self-motivate and to manage own workload.
- Proven ability to work autonomously to meet targets and deadlines.
- Personality, conduct and credibility that engages and commands confidence and respect whilst representing The Academy.

Desirable Criteria

- Scottish FA Children's Coaching Licence.
- Qualification in Sports Development or other sports related field.
- Knowledge and experience of working with the coaching software Academy Soccer Coach.
- First Aid qualification.
- Full Driving Licence and access to own vehicle.
- Volunteer management and development experience.
- Experience of budget and financial management.

Working Requirements

- 37.5 hours per week.
- As this post will involve unsocial hours, the successful candidate must have a willingness to work flexibly including evenings and weekends.
- Fixed term contract – 12 months.

Benefits

- Living Wage Employer.
- Health Assured Employee Assistance Programme.
- Training & CPD opportunities such as first aid and coach education.
- Staff uniform (Macron Kit Allowance).
- On-site parking.
- Company pension scheme.

To apply, please send us a covering letter outlining why you believe you are suitable for the role and why you would like to be considered along with an up-to-date CV. All applications should be sent via e-mail to info@spartanscfa.com by the closing date of 5pm on Friday 4th February 2022. The Academy is an Equal Opportunities Employer, and all offers are subject to references and an enhanced DBS check.

Interviews will be scheduled to take place week beginning 7th February 2022. If you have not been asked for interview by Tuesday 8th February 2022, then please assume that your application will not be taken any further. Thank you.

If you require any additional information, with regards to the above post, please contact our Deputy Chief Executive, Debbi McCulloch, on 0131 552 7854.