



Head of Coaching (Full Time)

Job Description

Job Title	Head of Coaching (Full Time)
Department	Academy
Reports To	Academy Manager
Direct Reports	None
Key Contacts	Internal – Academy Players, Academy Manager, Lead Academy Coaching Staff, Part Time Coaching Staff, Lead Academy Physio, Lead S&C Coach, Head of Academy Recruitment, Academy Operations Manager External – Opposition Club Coaches, Parents
Budgetary Responsibilities	None
Location	Llisbury High School, Nash Road, Newport
Hours	40 hours per week
Job Purpose	To establish a sustainable system and approach to coach development within the Academy – Developing coaches so that they can improve and perform to the best of their abilities and are consequently able to develop well rounded players, capable of progressing into the Newport County AFC first team. Attention to detail and the creation, implementation and evolution of the existing Academy coaching programme including an in-depth and full comprehension of the clubs Academy Performance Plan.
Remuneration	Dependant on Qualifications & Experience

Role Responsibilities & Key Duties	
1	Undertake self-development to ensure knowledge in relation to all aspects of coaching and coach development is up-to-date and forward thinking
2	Build relationships throughout the Academy and broader club
3	Maintain/Enhance football coaching competence
4	Monitor and Measure the coaching curriculum against the playing and coaching philosophy according to APP
5	Contribute to the development of an elite learning environment where people take responsibility for their own development and are not afraid to experiment and make mistakes
6	Ensure there is a 'multi-disciplinary' approach to the coaching staff where departments can blend and work seamlessly together
7	Design and deliver development interventions based around APP to coaches
8	Create a CPD strategy for the coaching staff and deliver sessions according to this
9	Ensure the delivery of the Newport County AFC Coach Competency Framework throughout

	the club
10	Ensure personalised development action plans are created in line with coach individual needs
11	Deliver 1:1 coaching for coaches in order to develop the coach's skill
12	Observe coach performance and provide feedback where possible
13	Provide clear up to date training needs analysis (TNA) for entire Academy staff
14	Build and maintain relationships both inside the club and across football in whole
15	Accountability to undertake CPD to ensure growth in role of HoC
16	To deliver the coaching syllabuses daily within your working timetable
17	To provide relevant feedback to line managements as required
18	To complete any other duties as deemed reasonable by the Academy Manager



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Person Specification

Qualifications		Essential	Desirable
1	UEFA A licence	✓	
2	Basic First Aid for Sport	✓	
3	Advanced Youth Award	✓	
4	Safeguarding & Child Protection	✓	
5	PTLLS or Teaching Qualification (PGCE, MSc)		✓
6	FA Licenced Tutor		✓
7	Sports Coaching/Science or Sports Management Degree		✓
Skills, Knowledge & Experience			
8	Extensive knowledge and experience of the role and the position	✓	
9	Experience working across academy age groups	✓	
10	Experience working with young professional players		✓
11	Understanding of the Elite Player Performance Plan (EPPP)		✓
12	Experience of scouting & talent identification processes and procedures		✓
13	IT skills to include the ability to use Performance Management Application (PMA) software and Microsoft Office (Excel, Word and Outlook)	✓	
14	Excellent interpersonal and communication skills	✓	
Attitude/Behaviours			
15	Ability to work under pressure and to tight deadlines	✓	
16	A genuine team player	✓	
17	A reliable individual	✓	
Personal Qualities			
18	Displays a high level of discretion	✓	
19	Personable with an ability to build individual relationships	✓	
20	Hardworking and enthusiastic	✓	
21	Empathetic to young players	✓	
22	Ability to adapt to changing circumstances	✓	
23	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.