

Job Description

Job Title	Lead Community Sport Coach
Department	Youth Development
Reports to	Head of Youth Development & Girls Development Manager
Location	Cambridge United Football Club
Salary	£21,000 pro rata (£14,000)
Hours	<p>25 hours per week pro rata</p> <p>15 hours per week term time, 40 hours per week school holidays</p> <p>Flexible hours but must be available to work evenings and weekends</p>
Role Summary	<p>To lead the development of Cambridge United’s school holiday courses and matchday packages. To provide high quality coaching and opportunities for youth players, targeting new participation and raising the profile of Cambridge United.</p> <p>Opportunities to work additional paid evening hours in the Youth Development programmes subject to qualifications and experience.</p>
Key Job Outcomes	<ul style="list-style-type: none"> • To lead on the organisation and delivery of all home match day children’s packages at Cambridge United home match days (which normally take place on Saturday’s and Tuesday evenings), which include mascots, ball boys/girls, matchday experience, Junior U’s events and birthday parties • To lead on the organisation and delivery of Cambridge United’s School holiday courses • To recruit, train and manage the assistant match day coaches and holiday course coaches • To market all match day products and holiday courses, and correspond with customers. You will be assisted with this by the Communications Manager and the other Business Operations team members • To meet/exceed the financial and community engagement targets for the holiday courses and matchday activities, as set by the Club • To ensure appropriate monitoring and evaluation of the Community sport budget



	<ul style="list-style-type: none"> • To deliver the brand standards of outstanding customer service whilst ensuring a clear and effective line of communication is maintained across all departments • To promote all Club activities and programmes by appropriate means, as requested • Any other duties as requested by the Youth Development Manager
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This job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes. As a term of your employment, you may reasonably be expected to perform duties of a similar or related nature to those outlined in the job description.

Person Specification

Skills, Knowledge, Qualifications & Experience	Required	Desirable
FA level 2 / UEFA C award in coaching football	✓	
FA level 3 / UEFA B award in coaching football		✓
Introduction to First Aid qualification	✓	
FA Safeguarding children workshop	✓	
Experience of delivering excellent customer services	✓	
IT Skills, including word and powerpoint		✓
Experience of working with player/parents in football environments		✓
Experience leading/managing an area/people or teams		✓
Personal Qualities/Attributes		
Hardworking and enthusiastic	✓	
Excellent organisational skill and attention to detail	✓	
Loyal and committed	✓	
Ability to work independently and as part of a team	✓	
Able to communicate effectively	✓	
Willingness to work weekends	✓	



Application Process

Application Instructions	Interested applicants should apply by submitting their CV and Cover Letter on this https://hr.breathehr.com/v/lead-community-sport-coach-24379
Application Closing Date	Wednesday 20 th July
Interview Date(s)	Week commencing 25 th July
Start Date	Monday 22 nd August 2022
Employability Statement	Cambridge United FC is committed to promoting equality of opportunity for all staff. We aim to create a supportive and inclusive working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit.
Safeguarding Statement	<p>Cambridge United FC is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.</p> <p>For those positions where a criminal record check (DBS) is identified as necessary, this will be carried out in line with other safer recruitment checks.</p> <p>The post holder will be required to undergo Safeguarding training periodically.</p>
Equality, Diversity & Inclusion	Cambridge United FC is committed to promoting equality of opportunity for all staff and job applicants. We aim to create a supportive and inclusive working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit. We do not discriminate on the basis of age, race,



nationality, ethnic origin, religious or political belief or affiliation, trade union membership, gender, gender reassignment, gender identity, marriage and civil partnership status, pregnancy and maternity, sexual orientation, disability, socio-economic background or any other inappropriate distinction or characteristic covered by the Equality Act 2010.