

BURTON ALBION FC

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JOB TITLE	Pre-Academy Age Group Coach
LOCATION	The Pirelli Stadium, Princess Way, Burton on Trent, DE13 0AR and Academy Training Grounds
REPORTING TO	Foundation Phase Lead
DIRECT REPORTS	n/a
JOB TYPE	Monday training with fixtures on Saturdays

Job Summary

This placement/volunteer role is responsible for coaching and developing players in our U7 and U8 age groups within the Burton Albion Academy; the postholder is an age specific specialist who ensures the best possible environment for young players.

MAIN RESPONSIBILITIES

- Plan and deliver fun, engaging appropriate coaching sessions for Pre-Academy players, aligned with Burton Albion FC's coaching philosophy and player pathway.
- Manage Weekend Fixtures for the U8 team
- Create a safe, inclusive and positive learning environment that reflects the values and culture of Burton Albion FC.
- Work collaboratively with the Foundation Phase Lead / Head of Recruitment and fellow coaches to ensure consistent standards across the programme.
- Provide written player reports and feedback when required, contributing to the long-term development and review process.
- Act as an ambassador for Burton Albion FC, promoting a positive, professional and welcoming image of the club to players, parents and the wider football community.

Health & Safety Responsibilities

- Take care for your own health and safety, and that of others who may be affected by your actions or omissions.
- Comply with all elements of the Club's Health & Safety Policy to help fulfil its legal obligations.

Safeguarding Responsibilities

- Adhere to all safeguarding policies and procedures as set by the Club.
- Report any safeguarding or welfare concerns immediately to the Designated Safeguarding Officer.
- This role requires an Enhanced DBS Check due to the nature of the work.

Equality, Diversity & Inclusion Responsibilities

- Demonstrate a strong commitment to equality, diversity, and inclusion, both within the Academy and in the broader context of sport.

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation

Qualifications/Experience/Knowledge

- FA Level 2 (UEFA C) in Coaching Football or higher
- Previous coaching experience within youth or grassroots football
- A current FA/FAW Safeguarding Children Workshop Certificate (or willingness to complete within 1 month of appointment)

Person Specification – Skills/Abilities

- Understanding of age-appropriate player development and the FA's four-corner model.
- Ability to use technology for session planning and reviews.
- Strong communication and relationship-building skills, particularly with young players and parents.
- Strong interpersonal and teamwork skills.
- Reliable, punctual, professional and honest.
- Positive and player-centred approach to coaching.
- Creative, adaptable and willing to use initiative.
- Confident, calm and assertive when required.
- Demonstrates ambition, passion for youth development and a willingness to learn, reflecting Burton Albion FC's commitment to growth and progression.
- Committed to, and an understanding of, equality and diversity in sport

Code of Conduct

The Club expects the highest standards of integrity and conduct in all matters concerning the Club and its employees. The Code of Conduct (along with the Staff Handbook) makes clear the standards of conduct expected from its employees and explains the responsibilities of the Club, as the employer. All employees are expected to act wholeheartedly in the interests of the Club at all times. Any conduct detrimental to its interests or its relations with its customers, suppliers, the general public or damaging to its public image shall be considered to be a breach of Club rules and policies. Discriminatory, offensive and violent behaviour are unacceptable and any complaints or concerns will be dealt with and acted upon.

Equality Inclusion & Diversity

Burton Albion are committed to ensuring that equality, inclusion and diversity of opportunity is at the very heart of everything we do to ensure we provide fair and non-prejudicial access to the services across the Club. We uphold everyone's freedom of rights and choice to be different and aim to provide opportunities for everyone to succeed. It is the policy of the Club that no person, whether player, job applicant, employee, volunteer or customer, shall be discriminated against. The Club opposes all forms of unlawful and unfair discrimination, either direct or indirect, or harassment, on the grounds of the following 'protected characteristics': Age, Disability, Gender Reassignment, Marriage & civil Partnership, Pregnancy & Maternity, Race, Religion or Belief, Sex and Sexual Orientation. Anyone who is found to be in breach of this could receive disciplinary action, which may well include suspension and dismissal.

The Club is fully committed to the EFL Equality, Diversity & Inclusion Standards and we particularly welcome 'entry level' applications from women, individuals from Black and Minority Ethnicities, the LGBT community and anyone with a disability.

Safeguarding

Burton Albion are committed to and has both a moral and legal obligation to ensure that all children and vulnerable adults are protected and kept safe from harm whilst engaged in services organised and provided by the Club and believes that the general wellbeing, welfare and safety of all children and vulnerable adults engaged in Club activities is of the upmost importance. The Club will fulfil its responsibilities by ensuring it displays best practice in safeguarding matters – including Safer Recruitment - , carried out in a spirit of partnership and openness with the child or vulnerable adult, families and the relevant local authority.

Potential applicants are advised to check on the government website (<https://www.gov.uk/tell-employer-or-college-about-criminal-record/what-information-you-need-to-give>) whether cautions / convictions should be disclosed as part of their application.