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| Job Title | Head of Academy Sports Psychology |
| Reporting to | Academy Manager & Head of Academy Performance |
| Location | WBA Academy Building, Halfords Lane, West Bromwich, B71 4LF & WBA Training Ground  |
| Line Management Responsibility | No |
| Main Purpose | To devise and implement a sports psychology programme for the academy  |
| Working Hours | Full time which may include evenings, weekends and bank holidays as required and in line with business needs. |

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| DUTIES & RESPONSIBILITIES |
| Your main responsibilities for this role include, but are not limited to the following: * To implement and evaluate a psychology programme for the player/parents/carers in the Academy including workshops.
* To implement and evaluate a psychology programme for the staff in the Academy including relevant educational activity, in service training days, feedback and discussion meetings with staff in the different phases and departments.
* To provide feedback to the staff in relationship to their work but also in relation to the development of their players.
* To devise, implement and evaluate a psychology programme for the players in the Academy which will be differentiated in relation to the relative phases.
* To provide individual support and individual programmes to players on the full-time programme in the Youth Development and Professional Development Phases.
* To set generic and individual goals/targets/objectives for player’s dependent on their needs from discussions with the players, coaches and parents/carers.
* To collaborate with player care department over delivery of suitable educational activity for personal development
* To collaborate with education department to deliver psychological programmes to Under 18's as part of their Sporting Excellence Professional Football Apprenticeship
* To attend all relevant meetings and conferences organised by the relevant organizing bodies.
* To maintain and update the performance management application (PMA).
* To update the players’ Performance Clock and hold review meetings at relevant times.
* To ensure the Academy Performance Plan underpins the work of the department.
* To contribute positively to the Clubs vision and culture
* To promote and adhere to the Equality, Diversity and Inclusion Policy and to work consistently to embed ED&I into everything.
* To ensure the working environment is free from harassment and discrimination and any other form of unacceptable behaviour.
* To fully participate in one-to-ones and departmental reviews and meetings.
* To fully participate in annual and mid-term appraisals.
* To understand the Club’s Safeguarding policy, procedures and best practice guidelines and use these to ensure appropriate and safe working practices applicable to the role.
* To promote and assist with Safeguarding.
* To carry out CPD and keep up to date with any training and updates relevant to the role.
* To ensure the health & safety within the Club for self and others is adhered to at all times.
* To carry out all responsibilities with due regard to the Club values and all policies and procedures, in particular Health & Safety, Equality and Diversity and Safeguarding.
* To undertake all required training, including mandatory Club Equality and Diversity, Safeguarding and Health and Safety training.

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned to the employee from time to time; or the scope of the job may change as necessitated by business demands. |
| PERSON SPECIFICATION |
| Essential Criteria | **Desirable Criteria** |
| * Experience of working in the elite sporting environment
* BSc in Sport Science, Psychology or related field
* To be on the Health & Care Professions Council (HCPC) Register of Health and Care Professionals or on one of the approved training routes/pathways towards HCPC registration (i.e. SEPAR, Stage 2 or Professional Doctorate approved by the HCPC)
* Desire to improve young athletes’ performance and welfare
* Energy and enthusiasm
* Highly organised and methodical approach to workload
* Confidential and diplomatic
* Excellent communication skills both written and verbally
* Full driving license
* Right to Work in the UK
 | * Postgraduate qualification in sport psychology or related field
* Experience of working in academy football
* Knowledge of LTAD frameworks
* Experience using PMA
* Knowledge of the EPPP requirements
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**Equality and Diversity**

West Bromwich Albion FC is an equal opportunities employer and is committed to provide equality and fairness for all employees and opposes all forms of unlawful and unfair discrimination and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status or pregnancy and maternity.

West Bromwich Albion Football Club also welcomes applications from suitably qualified members of the armed forces family.

**Applications will only be accepted when received through our online vacancy platform iRecruit:**

[**https://irecruit.efl.com/vacancies**](https://irecruit.efl.com/vacancies)

**Safer Recruitment**

West Bromwich Albion is committed to safeguarding and promoting the welfare of children, young people and adults at risk, therefore expects all staff and volunteers to share this commitment.

WBA’s Safeguarding, Equality and Whistleblowing policies can be accessed here <https://www.wba.co.uk/club/about-us/club-policies>

It is unlawful for the Club to employ anyone who is involved with regulated activity who is barred from doing so and we will carry out rigorous pre-employment checks and screening.

An Enhanced DBS, References, Qualifications, Proof of Identity and Right Work in the UK checks will be required and carried out prior to commencement in this post.

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| **Signed** | **Name** | **Date** |
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