



JOB DESCRIPTION

JOB INFORMATION	
Job Title:	Professional Development Phase (PDP) U18 Manager
Department:	Academy
Site:	Based at SWFC Training Ground, some travel will be required e.g. away games
Working Hours:	35 hours a week, 7 days flexible
POSITION IN THE ORGANISATION	
Reports to:	Head of Coaching and Academy Manager
Responsible for:	PDP Assistant Coach, U18 players
OVERALL PURPOSE OF JOB	
<p>📌 Reporting to the Head of Coaching and Academy Manager, this person will be responsible for developing an elite, multi-disciplinary environment to maximise the development of U18 players in the Professional Development Phase, in line with the club's coaching and playing philosophy and meeting all EPPP requirements.</p>	
GENERAL DESCRIPTION – TASK RELATED	
<ul style="list-style-type: none">• Plan, deliver and evaluate coaching sessions in line with the Academy's coaching and playing philosophy• Lead a varied games programme for U18 players in the Professional Development Phase• Ensure all U18 players in the Professional Development Phase have an Individual Learning Plan which is consistently delivered, reviewed and adapted, with appropriate opportunities to practice on the areas highlighted• Work effectively with other departments to ensure the Academy operates in a multi-disciplinary environment• Assist with administrative tasks related to the role, including general organisation, recording of sessions, player reviews, learning objectives and weekly reflections through the Football Intelligence Platform and other systems• Monitor and report on the achievement of performance targets and overall progress of the U18 players in the Professional Development Phase (PDP)• Manage the transition of players that play and train between the Youth Development Phase (YDP) and Professional Development Phase (PDP)• Manage the transition of players that play and train between the U18 and U21s and/or 1st team• Conduct performance reviews with all U18 players, using a multi-disciplinary approach which meets EPPP criteria• Contribute to the scouting and recruitment process where appropriate• Attend and contribute to meetings as directed by the Academy Manager or Head of Coaching	

Sheffield Wednesday Football Club

Hillsborough, Sheffield, S6 1SW

Telephone: 03700 20 1867

Website: www.swfc.co.uk

Registered in England No. 02509978



- To adhere to SWFC policies and procedures, including the reporting of Safeguarding concerns to the Safeguarding Lead
- To undertake personal CPD as appropriate to meet the demands of the role
- Any other reasonable duties as requested by the Head of Coaching and/or Academy Manager

QUALIFICATIONS:

- UEFA A Licence
- FA Advanced Youth Award (or working towards)
- UEFA Pro Licence (desirable)
- Sports/management related degree (desirable)
- FA Talent ID qualifications (desirable)
- FA Safeguarding Children
- FA Emergency First Aid in Football (EFAiF)

SKILLS & EXPERIENCE:

- High level of football knowledge and understanding of how to create an elite environment
- An understanding of the demands of the modern game at elite level
- Extensive knowledge of working in an Academy structure and EPPP rules and regulations
- Previous coaching experience in the Professional Development Phase (desirable) and/or within a professional academy
- Previous playing experience at professional level (desirable)
- Able to develop and maintain strong working relationships
- Excellent interpersonal and communication skills
- Ability to lead and manage effectively
- Proactive attitude within the role
- Highly organised and able to adapt to a constantly changing environment
- Demonstrates enthusiasm and is personally committed to achieving objectives
- Committed to the development of self and others and is receptive to feedback about own strengths and areas for improvement
- IT literate with a knowledge of the performance management application – Kitman Labs and other football related software and systems

Sheffield Wednesday Football Club (SWFC) is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. This post will be subject to a criminal record check or an enhanced DBS check.

SWFC is an Equal Opportunities and Disability Confident employer and welcomes applicants from all sectors of the community.

Sheffield Wednesday Football Club

Hillsborough, Sheffield, S6 1SW

Telephone: 03700 20 1867

Website: www.swfc.co.uk

Registered in England No. 02509978