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| Job Title | Head of Academy Goalkeeping |
| Reporting to | Academy Manager/Head of Academy Coaching |
| Location | EPPP Building, Halfords Lane, West Bromwich, B71 4LG |
| Line Management Responsibility | None |
| Main Purpose | The role requires someone who has experience in developing goalkeepers in the 9-21 age groups. This role provides a vital part of the Academy environment and has great value in the development of young people. |
| 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: * Developing an elite environment for the progression and development of young players, promoting the Club’s Philosophy, Vision and Culture at all times.
* Provide a Learning and Teaching environment, setting the Syllabus for all Goalkeepers 9-21
* Provide cover and work alongside Lead Academy Goalkeeping within the FP and YDP Phase.
* Adopting a multi-disciplinary approach and communication to ensure the wellbeing and holistic development of the Academy U9-21 players.
* Preparing, delivering and recording the Goalkeeper Academy Coaching Programme, including all coaching sessions in relation to the technical and individual player development syllabus.
* Monitoring and reporting on the achievement of performance targets and progress of the professional development program.
* Taking responsibility for the measurement of each Goalkeeper by identifying and implementing long term, medium term and short-term goals.
* Provide Support, Cover and Feedback to the Head of Academy Goalkeeping on the development of the clubs Goalkeepers.
* 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 fully support and participate as requested in the Clubs internal group activities for EDI, sustainability and wellbeing.
* 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** |
| * Have previous coaching experience in an Academy or Elite football environment and knowledge of the EPPP and the PMA system
* Hold the following qualifications as a minimum: UEFA B Goalkeeping Coaching B License, UEFA B License and FA Youth Award
* Be organised and have good time management skills with a flexible attitude to work
* Have a personable approach to efficiently deal with young footballers and their parents
* Member of the FA Learning
* Highly organised and methodical approach to workload
* Confidential and diplomatic
* Excellent communication skills both written and verbally
* Be able to work independently and proactively
* Full driving license and use of own vehicle
* Right to Work in the UK
 | * Safeguarding and Protecting Children (acquired before starting role)
* DBS clearance (acquired before starting role)
* EFAIF (acquired before starting role)
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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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