

THE FOOTBALL ASSOCIATION

JOB SUMMARY

<u>Job Title</u> : Football Development Officer	Reports: To County Development Manager. Quarterly reports to the CDM
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<u>Job Purpose:</u> To support the delivery of the National Game Strategy in the CFA in partnership with key stakeholders

<u>Jobs Reporting Into The Job Holder:</u> None
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<u>Key Skills and Experience Required: Essential</u> <ul style="list-style-type: none">▪ Graduate/ Graduate calibre▪ Experience of Sports / Football Development▪ Ability to work strategically with partner organisations to deliver programmes and courses▪ Ability to work as part of a team and also to demonstrate the use of individual initiative▪ Goal setting▪ Excellent communication and presentation skills▪ Monitoring and evaluation▪ Experience of working with volunteers and young leaders▪ Driving licence	<u>Key Skills And Experience Required: Desirable</u> <ul style="list-style-type: none">▪ Knowledge of the structure and organisations within football
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Key Responsibilities:

Growth and Retention

- Develop programmes to sustain the 11 v 11 male game
- Develop programmes to sustain and grow the player base of 11 v 11, male and female teams.
- Devise and implement a scheme to address declining trend in 11v11 football
- Investigate developing Business Leagues in Essex
- Encourage the retention of players aged 14-16 and 16-18 by raising standards and focusing on those periods of time when players are most likely to drop out ('pressure points') and providing more flexible formats of football (e.g. eight week leagues, mini leagues, summer football, pay and play).
- Support and develop the County U21 League schemes.
- Support and build links between, colleges, universities and FA Charter Standard Clubs to sustain 11v11 football

Raise Standards and improve behaviour

- Promote FA RESPECT and Charter Standard programmes

Better players:

- Maintain and develop links with CSN's in Essex to provide education and developmental opportunities for the football volunteer workforce.
- Provide workshops for new team to meet the requirements expected of them for Club and League affiliation

Running the game effectively:

- Support the development of the county plans.
- Implement the monitoring and evaluation framework that will support the delivery of the County Plan
- Work with key partners to develop and implement the county plan
- Support clubs and community groups to access small grants from the FF and other sources.
- Develop a "How To" guide to being a Club Secretary and other administrative roles.

Major Objectives:

- National Game Strategy – support the delivery of the County Plan

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<p><u>Workforce:</u></p> <ul style="list-style-type: none">▪ Manage and develop Essex FA Young Leader and Step in to Sport Programme▪ Support the recruitment, retention and development of volunteers and young leaders identifying exit routes into CS clubs.▪ Maintain and develop the Young Leaders Forum to identify training needs and developmental support▪ Promote and recruit young volunteers to attend the County and National Young Leaders camp.▪ Support Volunteer Workforce through workshops identified as needed▪ Devise a Volunteer Workforce training programme <p><u>Marketing PR and Communications:</u></p> <ul style="list-style-type: none">▪ Support grass roots clubs to promote the game▪ Support the delivery of targeted campaigns e.g. Get in to Football▪ Positively raise the profile and the perception of the CFA in leading and developing grass roots football▪ Promote all Young Leaders good news stories on the Essex FA website.	
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The list of responsibilities above is not exhaustive and the successful applicant will be expected to carry out additional duties at the request of the line-manager.

<p>Behaviours needed: Essential</p> <ul style="list-style-type: none">• Team Working• Communications• Customer Service• Leadership• Delivery• Fairness, equality and Inclusion	
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