



Job Profile and Employee Specification

Job title:	AFC Wimbledon Academy – Goalkeeping Coach
Responsible to:	Academy Manager and Head of Coaching
Location:	Training venues in the New Malden area
Hours:	3 training sessions per week - x1 Match per week. 8 hours per week - Not inc. travelling time or planning.
Job purpose:	To effectively oversee the implementation the development programme across U9 – U16, to the given schedule within the coaching & games programme. To support players development as set out by their Individual Learning Plans.
Min. Qualification:	UEFA 'B' and Youth Modules 1, 2 and 3 completed.

Tasks and responsibilities	
Management	
1	Communicate and promote the Academy culture by creating and maintaining a professional environment
2	Have consistently high standards
3	To plan, deliver & evaluate coaching sessions as required by the schedule of coaching for goalkeepers
4	Always work within the remit of the clubs Academy Performance Plan
5	Report to the Academy Manager / Lead Phase on all matters of player development or progress
6	Ensure full compliance with all rules and regulations set by the Football Association, English Football League/Premier League.
7	Liaise closely with the Academy Physical Performance & Medicine Manager and Physiotherapist(s) on the Detection, Treatment and Rehabilitation of all players.
8	To attend, as and when, appropriate meetings regarding key issues within the Academy.
9	To assist age-group coaches with the integration and development of goalkeepers within their team.
10	To liaise with the Head of Talent ID and Age Group Scouts regarding the identification of potential trialists and trialist currently in the games programme
11	To manage trialists at the club (including communication, game time, progress reports to parents)
12	To always adhere to Academy policies and procedures regarding welfare of minors, ensuring compliance at all times when dealing with players under the age of 18 years old.
13	To help create and uphold the optimal learning environment throughout all contact time in
14	Keep up to date records of player performance data on an on-going basis – PMA
15	Arrange and minute all multi-discipline meetings for your phase age groups (every 6 weeks minimum)
Coaching	
1	To plan, deliver & evaluate coaching sessions as required by the schedule of coaching.
3	To assist coaching sessions as required by the schedule of coaching
4	To set / monitor and assist players achieving their Individual Learning Plans
5	To deliver (where applicable) and assist in Development/CPD days
6	Ensure all players are accordingly supported (as per their development needs) in sessions

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Admin	
1	To effectively communicate with parents / guardians as required on an on-going basis
2	Keep up to date and accurate records of player performance data that comes under your provision (including players in other age groups) on an on-going basis.
3	Ensure all players receive 'Individual Learning Plans' detailing their performance data against their development targets.
4	Preparing x2 written 'Player Development Reports' per season, including delivering to parents / guardians twice during the season.
5	Manage on-line performance tool and on-line access for players for the age-group – PMA
Self-Development	
1	Attend all club in house CPDs
2	Book on and complete any basic level FA development courses (<i>example: Talent ID, psychology...</i>)
3	Commitment to Development Action Plan and club Coach Competency Framework
Qualifications	Capabilities
UEFA B License minimum	<ul style="list-style-type: none">• Excellent communication, manner & people skills• Computer literate• A self-starter, motivated & hard working• Organised & able to use his or her initiative• Professional & diligent• Able to work well within a team• Open minded and willing to learn
FA Youth Award or working towards	
DBS Checked & BFAS (Basic first Aid)	
FA Talent ID Level 1 (working towards)	
FA Psychology Level 1 (working towards)	

AFC Wimbledon Academy

Kings College London Training Ground, Windsor Avenue, New Malden, Surrey, KT3 5HA

Tel: 020 8247 9911 Email: academy@afcwimbledon.ltd.uk