



# AFC WIMBLEDON FOUNDATION

## Job Description

**Job Title:** Female Football Development Officer

**Reporting to:** Community Development Manager

**Location:** Plough Lane Stadium / Home working

**Hours of work:** 37.5 hours per week, the role will require some evening and weekend working

**Salary:** 25-27k per year depending on experience

### Introduction to AFC Wimbledon Foundation

#### Our Vision:

A community where no dream is off limits #clubtogether

#### Our Mission:

To help our community pursue their dreams by improving their skills, resilience, well-being and confidence

#### Our Foundation values:

Warm and welcoming

Treat People Well

Work co-operatively

Never Give Up

### AFC Wimbledon Foundation

AFC Wimbledon Foundation was formed in 2013 after a recognition that the ground-breaking creation, establishment and success of AFC Wimbledon Football Club was built on the energy and effort of its supporters. The football club wanted to pay back this support by providing a series of targeted community-based activities for local people and formed the Foundation to deliver this work. The Foundation has completed some fantastic project work in the early years of its existence across SW London and is positioning itself at the centre of the exciting new stadium development at Plough Lane.

The Foundation has developed a series of key girls only and women's sessions within its work programmes over the last five years and is now looking to expand and develop new funded streams of work, creating additional playing and coaching opportunities, particularly for marginalised communities and those who don't traditionally access organised team sports. The Foundation has strong links with AFC Wimbledon Women's First Team and AFCW Girls teams and part of the role will be to explore further links and partnership work across the Wimbledon family.

## **Purpose of the Role:**

The Foundation is recruiting a passionate, committed and experienced Female Football Development Officer who will be responsible for developing and delivering our girls and women's programmes across the Foundation's projects. The role needs a self-starter who can build on the work developed and extend our female based programmes to give more playing opportunities to girls and women across SW London, with a focus on working across disadvantaged communities.

The postholder will work closely with the Foundation Director, Community Manager and wider staff team to integrate this work across existing projects such as PL Kicks, 16 – 18 College projects and primary / secondary school delivery. They will need to generate funding streams to support this work and lead paid delivery sessions in schools, community groups and Foundation holiday camps, as well as explore new funding opportunities with key partners such as the FA, Premier League and EFL Trust.

## **What we offer:**

- Flexible and remote working
- Training and development opportunities
- Opportunity to make real difference to the lives of young people and vulnerable adults in South London
- To join a small, supportive and friendly team
- 25 days annual leave
- Based at AFC Wimbledon's stadium

## **Main Roles and Responsibilities**

1. Increase the number of girls and women playing football and participating in physical exercise across all of the Foundation's areas of work including:
  - a. Primary and Secondary Schools
  - b. Community Youth Sessions
  - c. Player Development Centres
  - d. Adult Provisions
  - e. Girls' Holiday Camps
2. To manage, coordinate, recruit for, deliver and report on:
  - a. Girl's Player Development Centre (7-16 years)
  - b. FA Wildcats programme (5-11 years)
  - c. FA Squad programmes (12-14 years)
3. Develop and improve links with AFC Wimbledon's first team and Girl's Academy to inspire and encourage pathways for girls into football.
4. Work with the Foundation Education Manager to support the development and future implementation of girl's 16-18 college education programme.
5. Generate new self-funded work / sessions in this field to support the post and expand work programmes
6. Develop new programmes and source funding streams for related activity from EFL Trust, PLCF, Sport England, London / Surrey FA and local and regional funders
7. Expand the number of female volunteers, Dons Interns, coaches, apprentices and referees coming through the Foundation's projects.
8. Reduce levels of inactivity in teenage girls across the boroughs of Merton and Wandsworth by providing new and innovative ways to engage them in physical activity.

9. Plan, deliver and attend football festivals and tournaments.
10. Support special Foundation events throughout the year to further reach more female local residents and promote our work.
11. Follow all Foundation safeguarding and health and safety policies and procedures.
12. Complete all other tasks to support the wider work of the Foundation as requested by the Director

## **Personal Specification**

### **Essential:**

1. FA Level 2 (UEFA C) qualified, or currently undertaking the qualification.
2. 2 years of experience working in football development and girls/women's sport.
3. Ability to enthuse and motivate participants, staff, and community partners to work towards greater inclusion of girls and women in sports.
4. Ideally educated to Level 3 (BTEC, A Level) or Level 4 (Degree) level
5. Excellent communication, time management, administrative and organisational skills.
6. Some experience of generating funded coaching programmes.
7. A good understanding of inclusion and diversity and its implementation within programmes.

### **Desirable:**

1. Additional sports coaching or health & fitness qualifications.
2. Youth Mental Health First Aid.
3. 2 years of experience coaching a girl's/women's football team.
4. Knowledge of female health needs in the boroughs of Merton and Wandsworth.
5. Knowledge and links with girls football and sports providers in the borough.
6. An understanding of funding opportunities available in the sector through work with partners such as the FA, EFL Trust, Premier League and community groups.

The candidate should be an enthusiastic and responsible individual who is motivated to go the extra mile to provide sporting, health and educational opportunities to girls and women across the boroughs the Foundation works in.

The successful candidate will undergo an enhanced DBS through the Foundation before they start the post and provide two references with one from a current employer.

If you are interested in applying please complete a covering letter explaining your suitability for the post and a CV and covering letter to [patrick.mclaughlin@afcwimbledonfoundation.org.uk](mailto:patrick.mclaughlin@afcwimbledonfoundation.org.uk)

AFC Wimbledon Foundation is committed to equal opportunities and welcomes applications across all sections of our community.

The closing date for receipt of letters and CV's is Friday 14<sup>th</sup> October.