



Bexhill 6th Form College

JOB DESCRIPTION

Position: Football Academy Assistant Coach and TA
Responsible to: Director of Sport and Head of Football
Responsible for: Coaching and developing the Colleges Football Academy

The successful candidate will be an inspiring and enthusiastic coach, qualified to level 3/UEFA B who will play a significant role in College supporting the vision for and development of the Football Academy Programme. They will coach the Mens and Womens Team as well as working closely with football coaches across other College teams. In addition, they will support the delivery of recreational football with the aim of raising participation across the College. This will include developing a 5 a side league.

The Football Academy Coach will work closely with the Colleges Sports Academy Manager and other coaches to a well-balanced, aspirational and forward looking sporting programme that has consistency in pedagogy and outreach across the entire sporting programme.

The College has strong partnerships with Chelsea Football Foundation, Eastbourne Borough Football Club and Bexhill United Football Club and a significant element of this role is to strengthen and further develop these links to enhance player development and pathways.

The Colleges Football Academy has a strong and growing reputation, producing many players who play semi-professionally. The teams are also very successful and compete in National and local leagues.

This is a great opportunity to lead a successful, high performing team with very good participation levels to further success.

The College also runs a Development Academy for Men and Women to support players who aspire to play in the Colleges academy and need further skill development.

As part of this role the successful candidate may be required to support our sports centre team. This would involve carrying out at least one shift a week in the sports centre and covering staff holidays. This role will also be combined with teaching assistant duties to increase the hours.

MAIN RESPONSIBILITIES

Football Academy Assistant Coach

- Support the lead coach to promote the Colleges Football Programme both internally and externally, increasing participation across the College in football.
- Support the development and implementation of an all-inclusive coaching structure within the Football provision. Share good practice with other coaches and continually improve coaching, guidance and practical skills to ensure the development of the quality of coaching within the College.

- Deliver a high-quality coaching programme to both Academy and development Academy groups which develops the skills and talents of all players. This should include strength and conditioning training within the gym and classroom tactic sessions as appropriate.
- Lead, manage and coach the Mens and Womens Teams as required
- Arranging fixtures, which includes transport, catering and first aid arrangements as required.
- To organise and deliver with skill clinics during both in and out of season as required.
- Contribute to maintaining and developing the links our key partners of Chelsea Foundation and EBFC as well as other local clubs, signposting the various pathways available to students at all levels
- To accompany team matches on a weekly basis as allocated, ensuring students represent the College to the highest standards – this may mean returning after the end of the College day
- Organise and attend trips associated with the Football Academy as required including trips associated with the Chelsea Foundation, carrying out all the organisation in line with College policies. This will include
 - attending football matches at Chelsea, Eastbourne Borough and Bexhill United when opportunities arise as a result of the partnership.
 - organising and attending trips to the Cobham Training Complex

These may require occasional weekend working

- Promote the Colleges Football Academy in local schools and football clubs which will include the delivery of taster sessions and training sessions on a regular basis if appropriate. This will include attending marketing events to promote the Academy and other sports offer as required. This may be out of core hours.
- Contribute to bid writing and associated reports as appropriate to gain grants for the College related to football and other sports as required
- Arrange friendly games outside of the football season to ensure continuous development of players
- Be able to drive the minibus for fixtures and other events within the sports area. This may include staying overnight for competitions such as British Colleges.
- To complete match reports and press releases as required, liaising with marketing and the local papers to ensure these are well publicised.
- Contribute to the holiday Football Camps as required. This will be planned well in advance and attract extra pay.

Sports Centre duties include:

- Providing cover during evenings, weekends and staff holidays in the Sports Centre as required, dealing with bookings and monitoring use of the facilities.
- To carry out general admin tasks such as filing, answering the phone

- Ensuring the sports areas are kept tidy and well-presented especially the equipment cupboard, gym, dance studio, sports hall, AWP and tennis courts.
- Ensure sports equipment, including specialist equipment is in good condition and ready to be used in practical sessions

Teaching Assistant Duties

- Actively contributing to the planning and delivery of educational work programmes for individuals, groups and whole classes as appropriate.
- Assess student work and contribution to reports if required.
- Prepare appropriate teaching and learning resources for 1:1s, group work and lessons.
- Actively assisting students with their programmes of study, working in collaboration with other staff, where applicable.
- Develop subject knowledge and teaching skills.
- Assisting with the management of general learning support needs presented by students.

General

- To contribute to the Self-Assessment and Quality Assurance reports on these responsibilities as required, including an annual Development Plan in the format provided by the College.
- Ensuring that appropriate risk assessments are put in place for all aspects of the role.
- Undertaking Staff Development and training as required to fulfil these roles.
- Undertaking other reasonable tasks in these areas as requested by the Principal or designated deputy.
- In carrying out the duties above, the postholder will show an awareness of, and compliance with, all college policies and procedures, but particularly those relating to Health & Safety and Equal Opportunities.

The job holder may be asked to undertake any other reasonable tasks which are requested by the Principal or designated deputy.

This job description can be amended and updated on a regular basis by management

June 2025