

PERSON SPECIFICATION – Football Development Coordinator

KEY	SKILL/QUALITY	Essential	Desirable	METHOD OF ASSESSMENT		
				Application Form	Interview	Presentation/Tasks
What educational background is required? e.g. GCSE/degree level etc	<ul style="list-style-type: none"> Level 2 Football Coaching qualification or above English and Maths GCSE (at C/4 or above) Level 3 or higher qualification Relevant experience in sports development/education 	✓ ✓ ✓	✓	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is previous job experience necessary? How many years? In what type of role? eg similar experience or responsibilities in FE/school	<ul style="list-style-type: none"> Experience of working with parents, coaches, and professionals within sport Experience of working in a community sports club Experience of managing budgets 	✓ ✓ ✓		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the job require specialist knowledge or skills? eg legislation, policy-making, supervisory experience, clerical skills	<ul style="list-style-type: none"> Understanding of budgeting and funding streams Ability to form and maintain appropriate relationships and personal boundaries with children and young people Ability to present information effectively to groups and individuals Ability to establish effective working relationships with staff at all levels across the College and with outside agencies Flexibility and a capacity to work under pressure and to meet deadlines and achieve goals successfully The ability to use information and communication technology in supporting students and colleagues Ability to work under pressure and make decisions when required Ability to plan and organise schedules for teams Ability to understand the sporting landscape in the county, region and nationally 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
What personal qualities are required? Eg enthusiasm, initiative, team working skills	<ul style="list-style-type: none"> Enthusiasm to develop an environment where young people can fulfil their potential Commitment to the success of the College and the partnership with Huish Tigers FC Commitment to professional reflection and development Commitment to quality of service and the ability to ensure that systematic quality improvement procedures are built and 	✓ ✓ ✓	✓	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

	<p>implemented</p> <ul style="list-style-type: none"> • Creativity and energy for developing high quality sports provision within the community and college • Prepared to listen and invite others' views and to build consensus • Make decisions and challenge when appropriate 	✓				
<p>Are there any unusual job requirements?</p> <p>Eg evening/weekend duties, Governor liaison</p>	<ul style="list-style-type: none"> • Evening and weekend working within the Huish Tigers FC • Support at the college open events (evening and weekends) 	✓		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>