



Department	Academy
Job Title	Lead Foundation Phase Coach
Salary	£22-25k pa depending on experience/qualifications
Contract type	Full Time
Hours	40 hours per week - the candidate will be required to have a flexible approach to working hours subject to the demands of the role
Responsible for	Foundation Phase
Responsible to	Academy Manager & Head of Coaching
Location	Riseholme College Showground Campus and other venues subject to the demands of the role
Regular working hours	The post holder will be expected to work regular weekends and unsocial hours as part of an irregular working pattern. Annual leave is strictly restricted within key days.

Purpose of the role

A high performing, sustainable and productive Academy is one of Lincoln City's primary strategic objectives. Aspiring to delivering elite standards in coaching, teaching and lifelong learning, and being leaders, winners and achievers by being the best version of ourselves every day, are values central to the Academy mission and vision.

The post-holder will manage the Foundation Phase in line with the club's Academy Philosophy and the Academy Performance Plan, and to take lead responsibility for ensuring the core KPI's of the EPPP are effectively measured, assessed and achieved within the Phase.

They will also strategically lead the team of coaching staff within the Phase and ensure all coaching staff within the Phase are working cohesively towards the Academy Performance Plan and the club's vision and values.

In addition, manage the recruitment and overall strategy for the delivery of the Pre-Academy programme.

Key Duties and Responsibilities

- Work closely with the Head of Coaching to implement an appropriate age-specific coaching programme in line with the Academy Philosophy and ensure that all staff within the Phase are aligned to this philosophy
- Support the holistic development of every player in the Phase by profiling technical, tactical, physical, and psychological attributes and producing appropriate Individual Learning Plans and Performance Targets
- With innovation central to our values, work creatively to introduce new working practices to enhance the Academy model and share in our aspiration to be high performing
- Work as part of the Academy Management Team to enhance the games and tour programme
- Produce performance reviews in line with the requirements of the EPPP and deliver feedback to players formally and informally
- Drive the growth and development of the Pre-Academy programme, delivering innovative recruitment solutions and ensuring the coaching programme is in line with Academy philosophy and principles
- Continuously look to identify opportunities to improve operations and practises throughout the academy
- Be an ambassador for the football club and share in its vision and values
- To safeguard and promote the welfare of all children, young people and adults at risk
- Carry out duties in accordance with all relevant company policies, including, but not exclusive to, the Health and Safety at Work Act, Code of Conduct, Diversity & Equality Policy, Equal Opportunities Policy, Financial Regulations Policy & Social Media Policy

Vision & Values

Lincoln City expects all post holders work in alignment to a set of core values in line with over overall vision and ambitions. This vision is to provide a successful and sustainable football club that will form an integral part of the wider local community.

Club Values

Our values are critical to how we achieve our successes. The values are to behave honestly and with integrity and respect in all its dealings, both internally and externally, and to value our long history and traditions and honour those that have served us in the past.

Important information



The above-mentioned duties and responsibilities should be regarded as neither exclusive nor exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities, commensurate with the grading of the post, without changing the general character of the post.

Applicants must hold a full driving licence with access to a suitable vehicle and have in date MOT, road tax and relevant insurance if they are intending to do business mileage for Lincoln City FC. It is the employee's responsibility to ensure up to date documentation is provided to the Club.

Lincoln City FC is committed to safeguarding and promoting the welfare of children and young people and expects all staff and employees to share this commitment.

This role involves work with young people and may be subject to Enhanced Criminal Records Bureau (CRB) checks. Clearance through The FA CRB system is required. As such this post is exempt for the Rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions at the time of application.

Personal Skills/Characteristics	Essential	Desirable
Experience		
Coaching young players within a professional football club, academy or other elite environment (preferably but not exclusively in Youth Development Phase)	X	
Planning a coaching syllabus and appropriate schemes of work to meet the needs of players in an academy or other elite football environment	X	
Knowledge and understanding of the EPP and academy regulations and guidelines	X	
Ability to both lead a team of staff as well as work as part of a team, excellent interpersonal skills and the ability to communicate on a variety of levels	X	
Strong IT skills and a diligent and dedicated approach to recording all relevant data	X	
Able to adapt to the flexible demands of the job and needs of the players and other staff	X	
Dedicated to self-improvement and continuous professional development	X	
Qualifications and training		
UEFA A Licence in Coaching Football	X	
FA Advanced Youth Award (if not qualified, then a commitment to achieve the Award is required)	X	
Educated to degree level or able to operate at graduate level		X
Fully Licensed FA Coach committed to ongoing annual CPD to maintain licence	X	
BFAS (or FA Emergency Aid as a minimum)	X	
CRC and FA Safeguarding Certificate	X	
MIDAS / D1 driving license		X
Other qualifications which are recognised as beneficial to the role: Level 5 Pro Licence in Football / Education qualification (eg. PGCE) / Coaching or Mentoring / Coach Education / Sports Science / Degree		X
Special skills and knowledge		
Knowledge of the Rules and Regulations of The FA, EFL and Premier League.	X	
An understanding of and a commitment to equal opportunities issues both in the workplace and the wider community	X	
Proficient in use of Microsoft Office systems e.g. Office, Excel, Access and PowerPoint	X	



Personal qualities		
Passionate about lifelong learning and staff development, with the skills and personality to effectively drive and inspire both individuals and a workforce	X	
Has exceptionally high standards and expectations in performance for self and others	X	
Communicates confidently on a variety of levels, good interpersonal and listening skills, with the ability to influence and inspire behaviour	X	
Committed to working to and promoting the philosophy of the football club and to promoting and displaying standards of excellence	X	
Be an ambassador and positive role model for Lincoln City Football Club	X	
Energy and enthusiasm	X	
Personal circumstances		
Ability and willingness to work outside normal hours, including evenings and weekends.	X	
Ability to travel independently	X	
Physical Requirements		
No serious health problem which is likely to impact upon the job performance; (that is, one that cannot be accommodated by reasonable adjustments)	X	
Good attendance record in current/previous employment, (not including any absences resulting from disability)	X	

The document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably required. Lincoln City is an equal opportunities employer.