

St Albans City Youth FC (Registered Charity 1089343)

Disability Section Co-ordinator (DSCO) Fixed 12month Contract (may be extended subject to funding).

St Albans City Youth FC is a Registered Charity (no 1089343) and is one of the most high-profile, diverse and successful Youth Football Clubs in England. As we enter our 50th season we currently have 86 teams across our Girls', Boys' and Disability Sections.

Our ethos is 'Football for all' with the aim of providing opportunities for children and young adults to participate in and enjoy sport (particularly football) without barrier to entry. The City Youth family welcomes and embraces all sections of our Community.

An integral part of St Albans City Youth FC is our multi-award-winning Disability Section. The section continues to thrive and to grow. The Club and its Trustees feel it is now appropriate to provide our amazing team of volunteers and Community Coaches within our Disability Section with a Disability Section Co-Ordinator (DSCO). The DSCO will provide overall leadership and oversight to the Section with the express aim of enhancing the experience for both the players and their support networks. The Section encompasses approximately 60 players split between the Junior and Adult Sections, across fluid squads with ages ranging from 10 years up to young adults. We are ideally searching for a Disability Sport Specialist with an understanding of and the skills required to deal with the specific needs and challenges of Disability Sport. The person should have solid coaching credentials and be an organised and accomplished administrator.

The role will require someone who has great flexibility, patience, a high level of empathy and professionalism. Crucially the DSCO must have a passion for Inclusive and Disability Sport.

Timetable

The Inclusive sections runs to the following timetable from September to the end of May (9 months) approximating to 33 hours pcm including administrative duties. The postholder would need to exhibit great flexibility around these times and proactively manage their time effectively.

Weekly (Fixed)

Monday Adult Disability Training 6:30pm -8:30pm 2 hours weekly **(8 hours month)**

Saturday Junior Disability Training 10:00am -12:00pm 2 hours weekly **(8hours month)**

Admin Time 1 hr weekly. **(4hours month)**

Monthly (Flexible with potential for Summer Activity)

Junior Herts Youth Inclusive Football Monthly Competitions. **(2hours month)**

Middlesex Pan Disability League/Cup monthly 11:00am -1pm 3 hours inc. travel. **(3hours month)**

Herts Inclusive League monthly 1pm-4pm 4 hours inc. travel. **(4hours month)**

Misc. Cup Competitions including Regional 11aside. **(4hours month)**

Role and Responsibilities

The DSCO would be required to lead and give oversight to the Section including but not limited to:

- Developing a Strategic Plan for and a future framework for the structure of the section.
- Liaise on behalf of the Section with the Club's Management Committee, Trustees and relevant external bodies.
- Attend all internal SACY meetings as required as the Disability Section's representative.
- Attend all external meetings (Herts Youth Inclusive Football and Herts FA etc.) as required as the SACY Disability Section's representative.
- Attend all Monday and Saturday Coaching Sessions.
- Take overall responsibility for the planning of and delivering of Coaching Sessions.
- Define the roles and responsibilities for the existing Community Coaches and Volunteers and ensure their continued personal and coaching development.

- Adequately timetable and allocate coaching resources.
- Deliver sessions as and when required in the absence of Community Coaches.
- Assume responsibility for all administrative tasks within the Section including Player Registration, Medical record keeping and the ordering of Playing Kit and Equipment.
- Co-ordinating First Aid and Emergency Aid Responses at training and matches.
- Organise and co-ordinate transport to matches and tournaments as required.
- Attend Match Days & Tournaments acting as the City Youth Match Delegate and as point of contact for players and their parents/guardians.
- Act as an escalation point on all Welfare issues and co-ordinate the Section's COVID-19 response when and where necessary.
- Provide a point of contact for all Disability Section enquiries.
- Develop links with Schools, groups and agencies to actively enhance player recruitment.

Qualifications and Experience

Essential Experience:

- Experience of coaching sport to children, young people and adults with a learning, physical or sensory impairments.
- Experience of managing relationships with children, young people and parents.

Desirable Experience:

- A good understanding of relevant services and partner organisations in St Albans and be able to signpost service users accordingly.
- Experience of working within the sport or charity industry.

Essential Qualifications (including certifications):

- Minimum FA Level 2 Coaching qualification
- Coaching Disabled Footballers
- In date FA Safeguarding & FA Emergency First Aid qualifications. In date DBS.

Desirable Qualifications (including certifications):

- Multi Skills Level 2
- Other NGB qualifications

Essential Skills:

- Good communication and organisation skills.
- Confident and outgoing personality
- Positive Attitude
- A keen sense of empathy
- Patience
- An awareness of and understanding of the challenges of pan disability football

What do you get in return?

- A competitive hourly rate with an annual salary circa £4,000 pa.
- Working in an environment with strong core values.
- Learning and development opportunities