

## **Job Profile – Football Development Officer**

**Job Title:** Football Development Officer

**Job Grade:** Level 3, Zone 1

**Salary Range:** £33,789 - £38,465 (to be pro-rata, per annum)

### **About Camden**

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. We're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

We are committed to giving our children and young people the best start in life, encouraging everyone to lead healthy lives and creating environment's where it's easier to take part in physical activity. Camden's sport and physical team provide opportunities for our children and young people to thrive from positive sports experiences, promoting and enabling fun, safe activities. We are proud of our sports programmes and activities which include term-time and holiday sports courses and competitions, drop-in and taster activities.

### **About the role**

You'll be responsible for directly planning and managing sports programmes and support the day-to-day operational management of the service, with a focus on maximising capacity, access, income, and customer satisfaction. You'll be responsible for developing participants through progressive programmes, identifying talent to enable participants to compete regionally, nationally, and possibly internationally. You'll work with the management team to continuously improve the service, including innovation to ensure the offer meets changing need and reflects development within the industry. You'll be operationally responsible for managing and developing a team of coaches

You'll plan and lead positive recreational and squad coaching sessions and manage participants in competitions/leagues, carrying out effective session planning to meet the needs of the different groups you work with, maintaining accurate participant records, ensuring venues and equipment are safely set up and put away safely, reporting defects/losses.

You'll be a key member of the Camden Sport and Physical Activity Team, contributing to service wide activities, meetings, training and maintaining your personal CPD. You'll work with a wide variety of colleagues and partners to deliver activities for children and young people.

### **About you**

You'll hold a minimum level 4 NGB qualification or hold a level 3 NGB qualification and are actively working towards level 4 (or equivalent) with extensive relevant experience.

You'll be experienced working with and delivering high quality coaching programmes for children and young people. You'll have high professional standards, including knowledge of health and safety within relevant sport setting, accurate record and report keeping, excellent timekeeping and management skills.

You'll be able to manage, empower and motivate a team and always ensure a safe environment in line with NGB and Camden policies. You'll have experience communicating with internal and external colleagues, parents, teachers, children, and young people and most importantly will be a positive role-model for staff and participants.

You'll have experience designing and developing sports services that are accessible for inactive populations and have an understanding of barriers to participation and will have knowledge of safeguarding issues and how to support vulnerable young people within a sporting environment is essential.

### **Work Environment:**

You'll be predominantly based at Talacre Community Sports Centre within the wider Sports Development Team. You'll also travel as necessary to attend competitions with participants, off-site meetings, and training which you'll be required to travel independently to attend. The service operates during the daytime, evenings, and weekends, which your working hours will be aligned to support.

### **People Management Responsibilities:**

No direct line management, however, as lead coach you will be required to supervise junior coaches and volunteers.

### **Relationships**

This role will develop and maintain strong relationships with the following internal colleagues: Camden Sports Development Team, Active Schools Sports Officer and external partners such as sports leagues, youth and community organisations, schools. You'll be an experienced communicator working with parents, teachers, children, and young people and most importantly will be a positive role-model for young people

### **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

### **Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

### **Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

### **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

**Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG,

**Note:**

This document is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.