



Preston North End FC Academy
Springfield's Training Ground
Dodney Drive
Lea
Preston
PR2 1XR
and
UCLan Sports Arena,
Tom Benson Way,
Cottam,
Preston,
PR2 1SG

Job Specification

JOB INFORMATION

AVAILABLE POSITION

Part-Time Academy Coach

WHO WE ARE

Preston North End Football Club is a professional football club in Preston, Lancashire, whose first team currently play in the English Football League Championship. Preston North End stadium is situated in the heart of Preston, Deepdale. The Club operates over five sites to incorporate the first team, the academy team, the Preston North End Community and Education Trust (PNECET), the administration team and the stadium. The majority of the sites are in Preston and one in Euxton, Chorley. Preston North End FC was officially formed in 1880 and was a founder member of the Football League in 1888. Our aspirations are to achieve promotion and play in the Premier League and we want you to help us get there.

Football is a unique industry. Working in football is a dream for many people, if it is your dream then you will experience football life behind the scenes. You will be based across two sites of the Academy at; Springfield's Training Ground, Dodney Drive, Lea, Preston, PR2 1XR and UCLan Sports Arena, Tom Benson Way, Cottam, Preston, PR2 1SG.

JOB SUMMARY

We have an exciting opportunity for an Academy Coach on a part time basis to join the Academy team at Preston North End FC for the upcoming 2022/23 season.

DEPARTMENT & TEAM

Preston North End FC Academy

SALARY

You will receive a set fee for each coaching session and a set fee for each match.

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| CLOSING DATE | Wednesday 17 th August 2022 |
| HOW TO APPLY | <p>Please complete an application form in full and return it via email or by post to (jobs@pne.com) or (Preston North End FC Training Ground, Euxton Lane, Euxton, Chorley, PR7 6FA), to be received no later than Wednesday 17th August 2022.</p> <p>You are also required to complete an equal opportunities monitoring form and return this in a sealed envelope to the postal address at the top of the document. This should be separate to your application form as it should remain anonymous.</p> <p>Once we receive your application form back, it will be acknowledged and we will be in touch again shortly after the closing date.</p> |
| LOCATION | Academy training complex at Springfield's Training Ground, Lea, Preston and at UCLan Sports Arena, Cottam, however the role will require you to travel to other various locations nationwide. |
| WORKING HOURS | Coaching sessions will take place on a Tuesday and a Friday evening, matches will take place on a Sunday. Your hours of work will be determined by the needs of the role but can be up to 10 hours a week during the season. You may from time to time be required to work such additional hours as is reasonable to meet the requirements of the Club's business. |
| WHAT YOU CAN EXPECT IN RETURN | |
| <ul style="list-style-type: none"> • Further training and development opportunities. • Access to staff discounts. • Onsite parking. <p>You will also benefit from working with an outstanding team of accomplished professionals across a range of diverse, exciting and varied departments.</p> <p>Preston North End boasts many strong role models and has a culture of excellence, passion, unity and respect.</p> <p>Find out more by visiting our website: www.pne.com</p> | |
| JOB REFERENCE | PNE - 1143 |

POSITION IN THE ORGANISATION

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| <i>Specify who the job holder reports to</i> | Age group development phase leads, head of coaching and ultimately the Academy Manager. |
| <i>Specify who reports to the job holder</i> | N/A |
| <i>Specify who the job holder interacts with in the course of carrying out the role</i> | Academy staff team, academy players, parents and employees within the Club. |

RESPONSIBILITIES AND DUTIES

It is vital that the role of an Academy Coach includes a number of key areas and stipulations, these are set out below;

1. Coaches must be set up and ready in plenty of time, at least 15 minutes prior to each training session starting.
2. All equipment should be specific for the age group and be in a condition that is safe for player usage. i.e., football is to be pumped up and clean, clean and dry bibs, secure goals etc.
3. All coaches should ensure that they have a good understanding of the coaching curriculum, the session plan (which will be on PMA) and the player's individual Learning Plans to support high quality learning.
4. Coaches should ensure all PMA duties are done so, with thought and uploaded prior to the deadline (i.e. each week's PMA should be complete before the first session the following week).
5. Coaches shall, if unable to attend training or fixtures, notify the Lead Phase Coach or other appointed person as soon as possible so that alternative coaching arrangements can be made. Academy duties should not be missed for alternative paid commitment elsewhere.
6. If you have a concern as far as child safety, you should notify the Academy Manager, Head of Coaching, Designated Safeguarding Officer and Lead phase Coach immediately.
7. Any injured players should be sent for treatment to the Chartered Physiotherapy staff on duty.
8. No player shall be registered or released without prior consent from the Head of Coaching and Lead Phase Coach. Any release will be done by authorisation of the Head of Coaching and Lead Phase Coach only, and should be done with the player representative and at least one other person from Preston North End FC Academy.
9. Coaches should liaise with relevant scouts after the release of signing of a player, this will then give valuable information so that the correct standard of players is then brought into Preston North End FC Academy.
10. Coaches should attend all Preston North End in service training as part of their continuous development.
11. Coaches should be flexible in their programme as the need to take different age groups may be encountered. Coaches should recognize they are supporting the development of all players, and not players within a particular age group.

12. Coaches should be willing to take on additional roles if asked to do so by the Academy manager, Head of Coaching, Lead Phase Coach or other appointed person.
13. Coaches must attend the coaches' induction meeting where additional guidance notes will be given.
14. Coaches need to be aware of and have an understanding of all relevant Academy and Club policies.
15. Coaches must ensure that their qualifications and CPD are kept up to date and are in line with EPPP rules.

To, at all times, represent Preston North End Football Club in a professional manner regarding appearance, presentation, personal hygiene, attitude, conduct and professionalism. To be able to, with notice, work additional hours and flexible hours where the needs of the business requires.

ESSENTIAL QUALIFICATIONS AND SKILLS

- Must be in possession of a UEFA B Licence award and relevant FA Youth Awards.
- Must be able to exhibit sufficient experience within a youth environment and within a professional football Club that encompasses knowledge from playing, coaching and management.
- Must be able to present both written and oral reports from coaching sessions and matches.
- Must hold an up to date Emergency First Aid certificate in football, Level 2.
- Willing to work towards the FA Advanced Youth Award with the age-specific specialist element relevant to the development phase you coach. (Or willing to complete this qualification when appropriate as agreed with the Academy Manager).
- You are required to undertake necessary and regular safeguarding training.
- Excellent communication skills and have the ability to build good relationships at all levels, internally and externally.
- Must be presentable and reliable.
- Must hold a UK driving licence. (this is required as you will be travel frequently as part of the role).

The above job description is not intended to be exhaustive, the duties and responsibilities may therefore vary over time according to the changing needs of Preston North End.

Equality, Diversity and Inclusion Statement

Deepdale stadium, the home of Preston North End Football Club, is one of the most iconic buildings in the city of Preston, with the ability to house over 20,000 people. The influence a football club can have on its local community cannot be underestimated and with the potential footfall within our stadium and associated premises, we have the opportunity to positively increase connections with our fan base and wider communities when equality, diversity and inclusion is held at the core of all of our operations.

Whether you're a player, official, employee, volunteer, spectator or visitor, Preston North End welcomes people from all backgrounds and are committed to preventing and eradicating all forms of

discrimination, whether this be on the grounds of sex, sexual orientation, race, age, disability, religion or belief, pregnancy and maternity, gender reassignment and marriage or civil partnership status.

The Club's Equality Working Group and the Community and Education Trust are working towards making Preston North End as accessible as possible to all, removing barriers and providing opportunities to engage with diverse communities. The club has a zero tolerance policy on any form of hateful or discriminatory behaviour and encourages anybody who witnesses any such behaviour to report this to the club using any of the methods available. Please visit PNE.com for more information. (<https://www.pnefc.net/club/equality-diversity/>)

We all have a shared interest and passion in seeing the success of Preston North End. Football is for everyone and should be enjoyed by all who wishes to participate in it.

Safeguarding Statement

Preston North End FC & PNECET are committed to safeguarding the welfare of children, young people and adults at risk and expects all staff and volunteers to endorse this commitment.

Health & Safety

You are reminded that you have a statutory duty to observe all Health & Safety rules and take reasonable care to promote the Health & Safety at work of yourself and fellow employees.