**PORT VALE FC FOUNDATION TRUST**

**PERSON SPECIFICATION**

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| **Job Title:** | Female Football Development Coach  | **Date: June** | 2018 |
| **Salary:** Volunteer  |
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| **FACTOR** | **ESSENTIAL** | **HOW ASSESSED** | **DESIRABLE** | **HOW ASSESSED** |
| --- | --- | --- | --- | --- |
| **(1) Relevant Experience** | Previous experience of running Coaching courses to the governing bodies standards.Previous experience of leading coaching sessions in a team/ competitive environment.Experience in match day environments at grass roots level. | Interview/ CV | Prior knowledge of working on diverse projects and project management. Prior experience of working within the female game.  | CV / Interview |
| **(2) Formal Academic Qualifications** |  |  | GCSE Maths, English and ICT | CV/Certificates. |
| **(3) Vocational Qualifications and Training** | National coaching qualification endorsed by the sport’s governing body.Health and Safety at Work. First Aid & Safeguarding. FA licensed coach member | CV/certificates & Interview. |  |  |
| **(4) Specialist Knowledge** | Level 1 certificate in coaching football.FA Youth Module 1 award  | CV/certificates. | Level 2 certificate in coaching football.Other NBG awards  | CV/Certificates.Interview. |
| **(5) Job Related Skills and Abilities** | Must be able to communicate effectively with participants, customers, visitors and staff.Good IT skills, including word processing, spreadsheets and databasesThe ability to work under own initiative and be pro-active in driving the organisation forward.  | Interview / CV  |  |  |
| **(6) Physical Requirements and Personal Attributes** | To represent Port Vale Foundation Trust in a professional manner at all times; to include dress, presentation, hygiene, attitude, conduct and professionalism | Interview/references. | Enthusiasm and passion for sportA positive attitude towards professional development and their own learningCreative in problem solving situations together with a willingness to take on or try new approaches and ideas | Interview / CV |
| **(7) Special Working Conditions** | Have a clean enhanced DBS check. Hold a valid full, clean UK driving licence. Required to work evenings and weekends and occasional match days. Reliable approach to working hours | Interview/ CV |  |  |