



JOB DESCRIPTION

Job Title:	Goalkeeping Coach Educator
Department:	Coach Education
Responsible to:	Head of Coach Education
Hours of work:	17.5 hours per week. The role may be reviewed for full time hours subject to business needs. The nature of the post will require a high degree of flexibility involving evenings and weekends as dictated by operational requirements of the business.
Salary scale:	£14,000 - £19,000k
Role family:	Officer
Duration:	Permanent

PURPOSE OF THE JOB:

Responsible for the development and operational delivery of UEFA and Irish FA coaching awards, ensuring the Irish FA's Coach Education programme is promoted positively in each region.

MAIN DUTIES AND RESPONSIBILITIES:

1. Develop and deliver the Irish FA's Goalkeeping Coach Education diplomas, ensuring they meet the specific requirements of Gk coaches in N. Ireland and the UEFA convention.
2. Provide the required aftercare for all the Coach Education courses they are responsible for.
3. Oversee/supervise Goalkeeping Coach Education, ensuring targets are reached relating to the number of courses organised/delivered.
4. Pro-actively engage with local grassroots and senior clubs to establish regular goalkeeping master classes/development days.
5. Assist the Head of Coach Education in the delivery of all UEFA Diploma courses up to and including the UEFA pro Diploma.
6. Contribute towards the development of written and practical course content and materials for all Goalkeeping courses, including the resources for the Irish FA's On-line Education Platform.
7. Support the Head of Coach Education in ensuring all the processes involved in the revalidation of coaching awards are applied and monitored, including the maintenance of an accurate Coach Education Data Base.



Football For All



8. Oversee/supervise the course staff and presenters in the delivery of UEFA Diplomas. Liaise with the Head of Coach Education when appointing staff for courses.
9. Assist the Head of Coach Education in the training and development process for Coach Educators.
10. Support the Head of Coach Education in the devising of future strategic developments within coach education.
11. Assist with the planning and preparation for UEFA Study Visits/Conferences, and when required act as Group Leader on trips.
12. Support the Head of coach Education when required in engaging with relevant stakeholders, such as local clubs, Councils, etc.
13. Provide up-to-date reports when required by the Head of Coach Education.
14. Ensure all Irish FA Tutors and course participants observe the highest standard of conduct when involved in Irish FA / UEFA coaching courses.
15. Support the Irish FA in delivering Irish FA Strategies.
16. Proactively participate in training and development opportunities, staff performance and appraisals and reviews as required.
17. Always comply with the Data Protection Policy regarding safeguarding sensitive customer information.
18. Perform the job in accordance with the company's policies, procedures, processes and working practices, especially the Equal Opportunities and Harassment Policy and Procedure.
19. Perform any other duties as may reasonably be required from time-to-time.

This Job Description is not to 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 the changing needs of the business.



Football For All



PERSONNEL SPECIFICATION: - Goalkeeping Coach Educator

Criteria	Essential:	Desirable:
<p>1. Education & qualification</p>	<p>1.1 Possess a valid UEFA A Goalkeeping Diploma.</p>	<p>1.2 Possess a valid Pro Licence</p> <p>1.3 Possess a third level qualification or equivalent in a relevant subject (eg in sport, or a teaching qualification).</p>
<p>2. Experience</p>	<p>2.1 A minimum of 2 years' experience as a football Coach Educator</p>	<p>2.2 Has played, coached or managed at senior or top amateur level.</p> <p>2.3 Has supported in the development, planning and delivery of GK coaching awards.</p>
<p>3. Skills, knowledge & competencies</p>	<p>3.1 A thorough knowledge of the technical and tactical aspects of football, including modern trends within Goalkeeping.</p> <p>3.2 A good knowledge of other Sports Science specialisms that are relevant to Goalkeeping e.g. Conditioning, Nutrition, Psychology.</p> <p>3.3 Pedagogical skills - to include the skills and knowledge to deliver coach education ranging from one-to-one, up to large groups either in a classroom environment or a practical pitch session.</p> <p>3.4 Possesses management and organisational skills, along with leadership qualities (including strong communication and interpersonal skills).</p>	<p>3.5 Strong IT skills - practical working knowledge of using Microsoft PowerPoint, Excel and delivering training or hosting meetings using online platforms such as MS Teams or Zoom.</p>





<p>4. Personal disposition</p>	<p>4.1 Demonstrates professionalism and integrity at all times.</p> <p>4.2 Resilient with the ability to manage own personal stress when under pressure.</p> <p>4.3 Able to work flexible, irregular hours, including overnight stays and weekend work, and travel outside of Northern Ireland when required.</p> <p>4.4 Willingness to continue to develop and learn.</p>	
<p>5. Other requirements (5.4-5.6 are post job offer)</p>	<p>5.1 Proof of eligibility to work in the UK.</p> <p>5.2 Have a valid passport allowing unrestricted international travel.</p> <p>5.3 Have a clean driving licence and access to a car for business use.</p> <p>5.4 Enhanced Access NI checks with satisfactory clearance.</p> <p>5.5 Completion of a medical questionnaire demonstrating the ability to fulfil the Occupational Health requirements for the post and flag any reasonable adjustment required.</p> <p>5.6 Two satisfactory employment references, one of whom should ideally be the current/most recent employer.</p>	

ADDITIONAL INFORMATION

Closing date: The closing date for the receipt of completed application is 10:00am on 1 December 2022. Applications received after the closing date and time will not be considered.

Shortlisting: Only those applications which clearly demonstrate the requirements set out in the personnel specification will be shortlisted. Please note that the Association reserves the right to implement all or some of the desirable criteria in addition to the essential criteria for shortlisting purposes.





Offer of employment: Please note any offer of employment is subject to the receipt of two satisfactory employment references, proof of eligibility to work in the UK and proof of any required qualifications.

Reserve list: A reserve list of suitable candidates may be maintained for the purpose of any similar vacancies (temporary or permanent) that may arise within twelve months of the completion of the recruitment exercise.

Vetting: The Irish FA 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 is subject to Enhanced Access NI checks. Clearance through this system is required.

The Irish Football Association is an equal opportunities employer and welcomes applications from all sections of the community. All appointments will be made on the basis of merit.

Approved: November 2022



Football For All