



## **Professional Development Phase Coach (Female) (0.7) & Academy Cell Lead (9's – 11's) or Academy Recruitment Co-Ordinator (7's – 14's) 0.3 | Job Advert**

As part of [York City FC's partnership with York College](#), the football club is now recruiting for an enthusiastic, proactive individual to oversee the female college pathway in the role of Professional Development Phase Coach.

This full-time role will require the successful candidate to deliver outstanding training and match experiences in the Professional Development Phase, whilst also build and maintain excellent relationships internally with colleagues from both the football club and the college as well as externally across the wider football network.

This role is offered as (0.7) with the remaining (0.3) to be allocated to one of the following two roles:

- Academy Cell Lead (9's – 11's)
- Academy Recruitment Co-Ordinator (7's – 14's)

### **Academy Cell Lead (9's – 11's) (0.3)**

For the 2025/26 season the club are taking the proactive step of adding 'cell leads' to our Academy staffing structure to oversee multiple age groups of our academy teams. Developing a best-in-class environment for our young people to feel safe and develop their skills is key to our academy mission, with cell leads central to that mission. Cell Leads will support the individual development of players according to their Individual Development Plans. Cell Leads will also work in collaboration with our part-time coaching staff to make sure sessions are delivered according to 'How We Coach' and our 'Age/Phase Priorities'. Developing working relationships with parents/guardians will be key to the role so that they can have a regular and open dialogue about their child's development.

### **Academy Recruitment Co-Ordinator (7's – 14's) (0.3)**

For the 2025/26 season the club are taking the proactive step of introducing an Academy Recruitment Co-Ordinator (7's – 14's). The person will be responsible for recruiting a team of voluntary scouts and takes responsibility for the identification and recruitment of talented young footballers from York and North Yorkshire to enter in to the Academy programme.

**Closing date: Wednesday 25<sup>th</sup> June, 5.00pm**

**Interview date: w/c 7<sup>th</sup> July**

**Interview format:**

- Interview inclusive of a presentation

**York City FC**

LNER Community Stadium | Kathryn Avenue | York | YO32 9AF

**Phone:** 01904 624447

**E-Mail:** [enquiries@yorkcityfootballclub.co.uk](mailto:enquiries@yorkcityfootballclub.co.uk)

**Website:** [www.yorkcityfootballclub.co.uk](http://www.yorkcityfootballclub.co.uk)

**Registered in England:** 04689338

**VAT Registration Number:** 809336031



- Session topic and presentation task to be sent as part of invite to interview

**How to apply:**

Please send your CV and covering letter, which of the 0.3 roles you are wanting to combine with the PDP Coach (Female Lead) role outlining how you meet the person specification and why you want to be part of what we do to

[enquiries@yorkcityfootballclub.co.uk](mailto:enquiries@yorkcityfootballclub.co.uk)

**Further discussion:**

Please contact Dan Wilson – York City FC Head of Youth at

[dan.wilson@yorkcityfootballclub.co.uk](mailto:dan.wilson@yorkcityfootballclub.co.uk)

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## **Professional Development Phase Coach (Female) (0.7) & Academy Cell Lead (9's – 11's) or Academy Recruitment Co-Ordinator (7's – 14's) 0.3 | Job Description**

### **Role:**

Professional Development Phase Coach (Female) (0.7) & Academy Cell Lead (9's – 11's) or Academy Recruitment Co-Ordinator (7's – 14's) 0.3 | Job Advert

### **Hours:**

37 hours per week

### **Responsible to:**

York City FC Head of Youth

### **Responsible for:**

- York College female football players
- PTVH football coaching staff
- PT 9's – 11's Academy Coaches (if Academy Cell Lead)
- Volunteer Talent ID staff (if Academy Recruitment Co-Ordinator)

### **Main Purpose of Role:**

- To take overall responsibility for York City's female coaching provision in partnership with York College coaches and staff, creating a positive learning environment for players to develop all aspects of the game and compete at the highest level possible.
- Support the development of staff and players across the York City FC Academy pathway.

### **Duties and Responsibilities**

The post holder will be expected to:

- Deliver high quality training and match experiences in line with York City FC's culture and philosophy.
- Write and deliver individual development plans with players.
- Organise and deliver high quality trial experiences for prospective York College football players.
- Support the development of selected part-time York City FC Academy coaches.
- Facilitate and support York College students with alternative careers in sport e.g. refereeing, coaching, sports science etc.
- Build and maintain external relationships e.g. local clubs and representative teams to support wider experiences for York College players.
- Effectively collaborate with:
  - York City FC Head of Youth
  - York City FC Academy Coaches

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- York City FC PTVH Football Coaches
- York College Head and Deputy of Curriculum for Sport
- York College Sports Development Co-Ordinator

### **Social Conditions**

The post holder will be required to split their time between York College and York City FC, holding office/desk space at both sites. However, some off-site working will be necessary to carry out the duties of the post.

### **Economic Conditions**

This is a full-time position with a salary of £28,000 p.a. The post holder is entitled to 20 days of annual leave per year, York City FC staff kit will be provided along with 1 x first team season ticket for personal use.

### **Equality**

York City FC is firmly committed to the provision of equal opportunities and strives to ensure that discrimination does not occur. All employees have a duty to ensure that discrimination does not occur and support the implementation of the club's Equality Policy as appropriate. Any employee who discriminates on any of the grounds outlined in the Equality Policy may be subject to the club's disciplinary procedure.

### **Continuous Professional Development**

The post holder will be given reasonable training as required to carry out the duties of the post. The post holder will be expected to take ownership for their own continuous professional development and undertake relevant professional and vocational training, in line with job needs, throughout the duration of their employment.

### **Safeguarding Children**

York City FC is committed to equality of opportunity and safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment.

This position may from time to time involve contact with children, young people, or vulnerable adults. This may be, for example, on a one-to-one basis, providing support, advice, and guidance etc. Consequently, the post-holder will be obliged to undertake an enhanced DBS check through The FA. In addition, completion of The FA Introduction to First Aid and Safeguarding Children courses is mandatory for the role.

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	Essential	Desirable	How Assessed*
<b>Experience</b>			
Coaching aspirational players in a professional environment	✓		A/IV/R
Coaching students/players aged 16-19		✓	A/IV/R
Working with players in a professional football club		✓	A/IV/R
Mentoring and developing coaches		✓	A/IV/R
Working in an education setting		✓	A/IV/R
<b>Qualifications</b>			
UEFA B Licence	✓		A/C
FA Introduction to First Aid	✓		A/C
FA Safeguarding Children	✓		A/C
Talent ID Level 2 (if applying for Recruitment role)		✓	A/C
Talent ID Level 1 (if applying for Recruitment role)	✓		A/C
Mini-bus driver licence		✓	A/C
<b>Skills and Knowledge</b>			
Thorough knowledge of the sport and the principles of coaching	✓		A/IV/R/PS
Excellent communication and interpersonal skills	✓		A/IV/R/PS
Outstanding planning and organisational skills	✓		A/IV/R/PS
High level of emotional intelligence	✓		A/IV/R
Ambitious, driven, and proactive	✓		A/IV/R
<b>Disposition and Personal Attributes</b>			
Suitability to work with children and/or vulnerable adults	✓		A/IV/R/PS /C
Ability to work under pressure and to demanding timescales/deadlines	✓		A/IV/R
A flexible and positive approach	✓		A/IV/R/PS
Able to direct and motivate coaching staff and students	✓		A/IV/R/PS
A commitment and willingness to undertake relevant professional and vocational training	✓		A/IV/R

**\*Key to how skills are assessed**

A = Application

IV = Interview

C = Certificate checked at appointment

P = Presentation

PS = Practical coaching session

R = References

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