**JOB TITLE:** *Disability Football - Sessional Coach*

**DEPARTMENT:** *Chelsea FC Foundation*

**REPORTING TO:** *Disability Inclusion Officers & Senior Officers*

**JOB FUNCTION:** *To support the delivery of Chelsea FC Foundation’s disability and inclusion programmes. Delivering high quality football and multisport activities within a variety of environments including Schools, Colleges, Grass Root Clubs and Youth Clubs.*

**LOCATION:** *South West London, Surrey and Kingston Upon Thames*

**CONTRACT:** *Casual*

**HOURS:** *Varied & flexible – generally evening sessions and weekends but you can be required to work afternoon sessions too*.

**MAIN RESPONSIBILITIES (Play Your Part):**

* To support Chelsea FC Foundation’s Disability Inclusion Officers with the delivery of weekly activities, offering high quality coaching sessions to enhance participant’s development within the CFCF player progression pathways.
* Deliver a first-class provision of inclusive football and multisport sessions across various venues throughout South West London and Surrey. Liaising with Education Providers, facility managers, parents and carers to ensure all activity is delivered in safe and enjoyable environment.
* Plan and deliver engaging and educational sessions that will offer sustained participation with CFCF, ensuring session plans are readily available on request from FA, PL or CFCF assessors’.
* Promote and champion equality and inclusion by adapting delivery to meet the needs of the young people and adults attending the sessions.
* To be well presented at all times wearing Chelsea FC uniform and be available at venues ready to start sessions at least 15 minutes prior to activities commencing.
* To prepare session plans and ensure participation forms, recording sheets, risk assessments and registers are completed accurately and given to the appropriate CFCF or associated staff member.
* To follow safeguarding policies and procedures as outlined by Chelsea FC Foundation and report any safeguarding/welfare incidents that may take place during, before and after a session to the relevant officer, as well as the production of risk assessments for every session.
* You will be responsible for the welfare of children in your care and should not leave them in the care of others. You should ensure that all children are signed in and out of all activities by a parent, carer or teacher/associated staff member.
* To communicate your availability efficiently & effectively with the Disability Inclusion Officers/Senior Officers and assist in all activities as requested by the Area Leads. Attend in-service training sessions when required and maintain the CFCF fit for purpose criteria in adherence with the terms and conditions of the Sessional Worker Engagement Agreement.
* Deliver additional roles and responsibilities as required by the Chelsea FC Foundation Management staff.

**DO THE RIGHT THING (Our Expectations): *(NOT TO BE EDITED)***

* To demonstrate and live by the club’s values; Here to Win, Be Brave, Do the Right Thing, Play Your Part, Many Teams, One Club and Proud to Be Chelsea
* **To adhere to the Foundation’s policies and procedures, including Health & Safety, Financial Authorisation, Confidentiality and GDPR.**
* To act as an ambassador for diversity, equality, and inclusion, and demonstrate a positive commitment by treating others fairly in line with our Equality, Diversity & Inclusion Policy and reporting any acts of discrimination through appropriate channels
* **To create a safe environment and act to protect all young people and vulnerable adults that are either in your care or attending club premises, and report any concerns to the Safeguarding Lead**
* **To report any misconduct or suspected misconduct to the HR Department**

**HERE TO WIN (Measures of Performance):**

* Delivering engaging and successful activities, sessions and programmes.
* Represent Chelsea FC & Chelsea FC Foundation in a professional manner at all times and only undertake CFCF work and any other additional authorised paid work with organisations that does not risk a conflict of interest.
* Positive Attitude.

**PERSONAL SPECIFICATION:**

**Qualifications:**

***Essential***

* Hold a minimum FA Level 2 Football Coaching Qualification (Applicants with only a FA Level 1 Football Coaching Qualification considered for Assistant Coach Roles).
* FA Emergency Aid & Safeguarding Children Certificates.

***Desirable***

* Hold a clean driving license & have own transport or be willing to use public transport to travel across the working area.
* FA Coaching Disabled Footballers Qualification, Youth Worker Level 2 Qualification, Mental Health First Aid Training, Teaching or mentoring Qualifications.
* Multi-sports Qualifications.

**Experience:**

***Essential***

* Knowledge of Chelsea FC Foundation and FA Coaching Inclusive Development Pathways.
* Knowledge and experience of working/coaching within a community and or school environment.
* Ability to engage and build positive relationships with disabled young people and adults, deliver inclusive activities, and have an understanding of Equality and Diversity.
* Good communication and organisation skills.
* Ability to organise and motivate team members.
* Confident and outgoing personality.
* Aims to support and improve staff members.

**Experience:**

***Desirable***

* Experience of working within the sport or charity industry.
* A good understanding of youth services, education providers, leisure facilities and local community and charitable organisations supporting disabled young people.
* Experience of working within the sport or charity industry.

**The Employee must at all times carry out his/her responsibilities with due regard to Chelsea FC Foundation policies and procedures in particular Health & Safety, Financial Authorisation, Confidentiality and with regard to the Data Protection Act. The Employee must act to protect all young people and vulnerable adults that are in their care or attending the Company’s premises.  The Employee must report any misconduct or suspected misconduct to the Safeguarding Lead.**

**Chelsea Football Club and the Foundation is fully committed to ensuring the safety and well-being of all children, young people and adults at risk (vulnerable groups) that are in our care or attending our premises. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.**

**The Employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relations amongst Employees and customers.**

**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 the Club.**