



JOB DESCRIPTION

Job Title	Casual Goalkeeper Coach
Job Holder	
Responsible to:	Football in the Community Lead

Main Duties:	To work alongside a team of community staff during evenings or weekends; to deliver goalkeeper coaching projects to young people either outreach in local communities or onsite at the Beacon of Light.
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Responsibilities and duties relevant to this Role:

- Work with groups of young people on goalkeeper specific coaching programmes
- Write appropriate session plans and deliver new programmes as identified
- Deliver soccer courses or specialised holiday programmes
- Keep up to date with relevant coaching training
- Work closely with other staff to meet Foundation of Light targets
- Keep course files
- Deliver a high quality service securing further bookings
- Adhere to Foundation of Light quality standards and delivery expectations

Administration and M&E responsibilities and duties:

- Following the Measuring Impact and Excellence Policy and Procedure to set impact measures, collect feedback, record and measure impact reporting internally and externally
- Ensure all third party/registers/risk assessments/session plans are up to date and signed
- Input statistics into Foundation databases in order to collate information for monitoring and evaluation
- Work within the established administrative and financial systems to ensure smooth running/quality of projects.
- Contribute to the processes of forward planning, monitoring and evaluation.
- Develop working practices in line with Foundation of Light equal opportunities and child protection policies.
- Be aware of, adhere to, and assist with the development of health and safety practices.
- Maintain the highest level of professionalism and confidentiality.

Behaviour and Professional responsibilities and duties:

- Maintain working practices in line with Foundation of Light Equality and Diversity, Health and Safety and Safeguarding policies; self-awareness of own responsibility in these areas
- Ensure regulatory and legislative requirements are met at all times
- Conduct should reflect the Staff Behaviour Policy (Code of Conduct); uphold Foundation core values (as shown below) at all times
- Maintain the highest level of professionalism and confidentiality.
- Attend working groups and CPD session as required
- Build strong internal relationships
- Work in collaboration with colleagues to achieve the end goal
- Ensure positive organisational messages and culture are maintained
- Contribute to good housekeeping across all Foundation sites and equipment
- Follow the laid down policies and procedures at all times



Equality, Diversity and Inclusion Statement:

All individuals will be treated equally and fairly in the application of this procedure. All reasonable requests to accommodate requirements in terms of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation will be made.

FOUNDATION OF LIGHT CORE VALUES

- We work as a team
- We are professional
- We are proud of what we do and dedicated to achieving our goals
- We are progressive and forward thinking
- We are fully committed to achieving the best for our customers and communities
- We are passionate and enthusiastic

Please note - you may also be required to carry out other tasks, not listed, to assist in the efficient operation of our business. At all times you will be required to act in accordance with company policies, follow departmental procedures and maintain the highest level of confidentiality.

Acceptance of the job description by the Employee:

Signed

Print Name

Date

Last review date: October 2021

Next review date: October 2024

PERSONAL SPECIFICATION

Requirement	Essential (E) or Desirable (D)
Skills:	
Coaching	E
Communication including oral and written	E
Facilitation	E
Planning and organisation	E
Team work	E
Ability to work on own	E
Interpersonal	E
Ability to make sessions educational and fun	E
Handling Conflict	E
Qualities:	
Commitment	E
Sense of humour	D
Flexibility	E
Honesty	E
Enthusiasm	E
Commitment to equal opportunities	E
Patient	D
Knowledge:	



Community football	D
National Curriculum	D
Speed, agility and quickness techniques	D
Healthy Schools Charter	D
Child Protection	E
Signposting young people to other opportunities	D
Understanding:	
Customer Service	D
Different levels, abilities and ages of children worked with	D
Experience:	
2 years coaching children	D
Coaching gifted and talented players	D

Qualifications (or recognised equivalent):	
Other:	
FA Level 2 in Coaching Football	E
FA Level 1 in Coaching Goalkeepers	E
FA Level 2 in Coaching Goalkeepers	D
FA Youth Module 1	D
FA Youth Module 2	D
First Aid	E
Safeguarding	E
Driving license	E