



LEWES FC | Job Opportunity

Women's First Team Assistant Manager

Summary

Job Title: 1st Team Assistant Manager

Employer: Lewes FC

Hours & Availability: Part Time Role

Reports to: Women's 1st Team Manager

Key relationships: Performance Staff, Head of Women's Football, Safeguarding officer

Location: The Dripping Pan, Lewes, Mountfield Road

Assistant Manager Role:

- Align closely with the 1st Team Manager and Performance Staff to cultivate a high-performance culture which is inclusive and safe, where athletes & staff thrive and reach their potential
- Support the management of a successful first team
- Collaborate to support the creation of a culture that maximises the talent of each player in all aspects of player development to elevate the quality of team performances.
- Support the leadership of player and team development at all training sessions and matches played by the club
- Collaborate, Support, and Lead on Individual Development of player toward elite professional standards on and off the pitch.

Application Process:

Lewes FC prides itself as an equal opportunity employer and we encourage and welcome applications from all candidates including those from under-represented backgrounds such as women, people with disabilities, BAME and LGBTQ+ candidates.

Given the low levels of diversity in football, we understand that candidates from under-represented backgrounds are unlikely to have been given adequate opportunity in the game. Consequently, we will ensure that the application process does not unduly favour candidates with such experience over applicants without it.

All applicants must have specific Safeguarding and Protecting Children / FA Safeguarding Children qualifications and a DBS Clearance / Enhanced FA CRC check before starting the role.

To apply, please email a CV and cover letter outlining why you'd be great for the role alongside any relevant experience to applications@lewesfc.com with the subject line: Assistant Manager: Your Name".

The interview process will commence May 20th 2024.

We will be accepting applicants through the interview process. The role will be open until filled.

Please clearly articulate in your cover letter how your experience and personal characteristics align with the values and ambitions of Lewes FC, as well as provide evidence of how your qualifications and experience match the role described below.

Roles and responsibilities

Coaching and Analysis

- Support the development and communication of a style of play and coaching that staff and players can understand and execute on.
- In conjunction with first team coach(es) and first team staff, plan coaching sessions in line with the playing style and game model.
- Attend and run (or oversee) team training sessions
- Review and evaluate elements of the playing style and coaching plan in the light of results and player availability / performance in conjunction with the 1st Team Manager.
- Review and evaluate playing style in the light of developments in football - nationally and internationally
- Provide opportunities to develop playing approach through varied and creative coaching sessions
- Develop individual players to excel consistently in the elite women's professional game
- Support the Analysis of Opposition, Team, Units, and Individuals to support Team Performance and Scouting Targets and Objectives

Match planning

- Undertake opposition analysis, and communicate findings and associated tactical plans to players with the leadership of the first team coaching staff
- Review information from games and use this to support future decisions (e.g., setup, tactics, and selection)
- Support the choosing of the team for matches and effectively communicate decisions to players for high-performance
- Lead pre-match preparation for the players, make and communicate in-match decisions
- Oversee required specific match day duties – e.g., Warmups, Tactical and technical information and feedback given to players

Player Development

- In alignment and per leadership of the 1st Team Manager, ensure all players have Individual Learning Objectives
- Work with individual players to help them achieve their Individual Learning Objectives, including supporting and encouraging realistic technical practice
- Feedback to players, including with the use of video clips or other visual tools
- Oversee and deliver player reviews and individual development meetings and training sessions
- Support player engagement in their learning and development, ensuring players:
 - are encouraged to ask questions and seek feedback for improvement and clarity
 - are encouraged to have input to footballing decisions and their own learning process
 - are communicated the 'why' as well as 'what' of decisions
 - know and understand the purpose and 'why' of training sessions
- Invest time and effort in knowing the players and understanding what motivates them
- Provide personal support based on each individual player's needs
- Monitor and manage player behaviours based on club and team values and expectations; set boundaries, reinforce good behaviours and challenge less welcome behaviour
- Work with - and support the work of - colleagues in the MDT to enhance player development
- Support the decisions and actions required on decisions about disciplinary matters / conflict in conjunction with other staff or players
- Support the 'C' group youth development model.

Player recruitment

- Through network and connections (e.g., agents and other head coaches), be aware of possible signing opportunities

- Gather and review a broad range of data (e.g., scouting reports) on players and maintain comprehensive and up-to-date player profiles
- Discuss profiles of players with senior staff / decision makers (e.g., Sporting Director, General Manager, CEO, Chair)
- Adhere to club budgets and manage player payment and bonuses effectively
- Take part in reviews of the scouting process and activity
- Contribute to decisions about the loan of players and their return

Qualifications, Skills and Experience

- Knowledge and experience of the elite women's game, specifically the existence and implications of:
 - competition and league rules, including on transfers and contracts
 - the growth of the women's game
 - player pathways
 - required coaching behaviours in the women's and girl's games
 - technical and tactical differences between men's and women's football
- Previous experiences which have brought strong existing relationships within the Women's pyramid in England and across the United Kingdom
- Experience of coaching and mentoring elite young and senior footballers, which has helped develop deep technical and tactical knowledge, including knowledge of a range of systems of play
- Recruitment / Talent ID experience
- Experience of developing learning environments for athletes
- Other roles which have brought experience of managing and leading groups of people
- Roles which have brought understanding of how children and adults learn and develop (e.g., teaching)
- Knowledge and awareness of diversity and equality challenges in football
- Experience of dealing with media (including social media)

Continuous Development, Qualifications and Membership

Essential

- Regular attendance and engagement with coach development initiatives such as:
 - FA Women's Pro Game: Coaching Excellence Initiative (CEI)
 - Effective Coaching in the Female Game (ECFG) Think Spaces
 - Women's High Performance Centre female game specific modules
- UEFA B Licence – UEFA A License Preferred
- Emergency Medical First Aid in Football (acquired before starting role)
- Safeguarding and Protecting Children (acquired before starting role)
- DBS Clearance (acquired before starting the role)

Desirable

- Engagement in professional development other than technical football coaching development. For example:
 - Physical Development of Youth Female Players (growth and maturation, female athlete physiology & menstrual cycle)
 - Player support (e.g., Talented Athlete Lifestyle Support)
 - Coaching & mentoring qualification (e.g., EMCC)

