



LEWES FC JOB OPPORTUNITY | WOMEN'S FIRST TEAM MANAGER

Summary

Job Title: 1st Team Manager

Employer: Lewes FC

Hours & Availability: Full Time Role

Salary: Competitive

Start: In place for pre-season 2024-2025

Reports to: Head of Women's Football

Reports: 1st Team Technical & Performance Staff

Key Relationships: Safeguarding Officer, Facilities Manager, Commercial Manager, Fan and Community Engagement Manager, Communications functions, Board of Directors

Location: The Dripping Pan, Lewes, Mountfield Road

1st Team Manager Role

- Create a high-performance culture which is inclusive and safe, where athletes & staff thrive and reach their potential.
- Lead and manage a successful first team with support from the Head of Women's Football.
- Be a responsible guardian of the women's game and its history, and a pioneer of its exciting new era
- Play a part in moving the football club forward; develop infrastructure, processes, and ways of working that increase chances of future success and sustainability.
- Take a key role in ensuring Championship & Tier 3 licence criteria/Minimum operating standards are met.

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: "1st Team 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

Quality Coaching & Playing Style

- Develop and communicate a philosophy and game model 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.
- 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.
- Undertake opposition analysis, and communicate findings and associated tactical plans to players and first team coaching staff in a clear and engaging way.
- Review information from games and use this to support future decisions (e.g., setup, tactics, and selection).
- Pick the team for matches and effectively communicate decisions to players
- Oversee required specific match day duties – e.g., Warmups, Tactical and technical information and feedback given to players

Player Development

- Ensure all players have Individual Learning Objectives
- Work with (or oversee coaches working 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
- 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 oversee the work of - colleagues in the MDT to enhance player development
- Make and act on decisions about disciplinary matters / conflict in conjunction with other staff
- Oversee and develop the 'C' group youth development model.

Squad Management

- 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., Head of Women's Football/ Board of directors)
- Adhere to club budgets and manage player payment and bonuses effectively

- Take part in negotiations with targeted players
- Take part in reviews of the scouting process and activity
- Contribute to decisions about the loan of players and their return

Strategy Development

- Support the Head of Women's Football and the Board of Directors in developing and delivering a strategy for women's football at the club, identifying and communicating key needs, gaps and opportunities including around the girls' pathway element.
- Support the development of the women's football performance strategy within applications for a Tier 2 license.
- Develop and communicate a collective vision of success for the team and first team staff
- Agree aims & objectives with senior colleagues - such as a 3-year plan, and objectives for the current season
- Agree a structure of First Team staff (and support roles) to support the delivery of the agreed goals

People Leadership

- Lead a multi-disciplinary team (MDT), collaborating with medical and physical performance staff to manage the development of athletes who play football.
- Invest time and effort in knowing the staff and understanding what motivates them. Provide personal support based on each individual's needs.
- Consult with coaches and MDT members, ensuring they contribute to and have a voice in decisions
- Manage staff performance effectively:
 - Collaborate with Head of Women's Football on job descriptions for roles to encourage a wide pool of applicants and fair recruitment practices
 - Agree annual objectives with clear indicators of success
 - Provide regular feedback and appropriate support to enable strong performance in their role
 - Undertake more formal performance reviews periodically (e.g., every season)
 - Proactively address underperformance (e.g., with personal development activity or more formal processes when required)
 - Assist with recruiting / replacing staff using fair processes which do not discriminate on any basis other than ability and potential

Professional conduct in media and sponsorship activities

- Manage time well and fulfil stipulated duties without allowing them to distract from focusing on the managing the football team and its performance – including:
 - Work with communications colleagues and media partners to plan all types of media activities, including written, broadcast and socials.
 - Engage positively with club and external media, pre and post-match
 - Take part in other events which position the head coach as ambassador for the Club and the game (e.g., Owners' Townhall meetings and with media, public and fans)

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
 - different governance and structures
 - 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
 - career development opportunities

- coaching environment
- 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
- Experience of mentoring and / or developing coaches
- 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)
- UEFA B License (Essential)
- UEFA A Licence (Desirable)
- 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)