



HUFC Academy Manager - Roles and responsibilities

- Role:** Academy Manager
- Hours:** Full Time
- Location:** The Suit Direct Stadium, Clarence Road, Hartlepool
& Maiden Castle, Durham
- Salary:** Salary - Competitive with Benefits

The Role:

- Reporting to the Club's Board and Chief Operating Officer with regards to Academy performance targets and strategic development
- Liaising with the Club's First Team Manager and staff as appropriate day to day
- Guiding the development of the Club's Playing Philosophy, Coaching Philosophy and Coaching Curriculum for the Academy
- Drawing up and implementing the Academy Performance Plan
- Ensuring action plans are put in place if Academy is not meeting performance targets
- Responsibility for the management of delivery of all Academy and wider Youth Development Pathway KPI's
- Ensuring the effective use by all appropriate Academy staff of the Performance Management Application and Performance Clocks, including ensuring that all relevant data is recorded thereon
- The design, implementation and management of the Academy's Coaching Curriculum
- Line manager responsibility for the Lead PDP Coach, Senior Academy Physiotherapist, Head of Education, Head of Academy Coaching and other support staff
- Responsibility for preparation of Academy audit's and continued development and maintenance of the Academy Performance Plan.
- Lead multidisciplinary Academy staff meetings
- Management and preparation of Academy financial budgets
- Provide information and reports as and when necessary to the Technical Board and Academy Management Team
- Be the senior Academy liaison with Hartlepool College for Further Education

- Oversee the full HUFC Youth Development Pathway, including the Academy, the HCFE youth programme, the Youth Player Development Programme and the Youth Club Alliance.
- Attend all meetings with governing bodies relating to the Academy including the FA and EFL and local regional bodies as required
- Ensure clear lines of communication with all stakeholders including line manager, facilities, schools, clubs, players and parents
- Ensure all policies and procedures are in place across all areas of the Academy including Health & Safety, Risk Assessment, Safeguarding
- Ensure the recruitment, management and monitoring of a coaching and support staff work force to enable the effective delivery of the Academy Performance Plan and coaching/fixtures programme
- Carry out regular Academy staff appraisals ensuring this is in line with club policy
- Any other duties as required by the football club within the reasonable demands of the role.

Essential:

- An up-to-date UEFA A Licence
- An FA Youth Award
- An FA Advanced Youth Award
- The Academy Manager must enrol and participate fully in the Elite Academy Managers Development Programme

Deadline for applications (CV and cover letter) - Wednesday 5pm 25th May 2022. Please send to: sarah.barnfather@hartlepoolunited.co.uk

Safer Recruitment

Hartlepool United Football Club are committed to safeguarding children and young people. Successful applicants will be subject to an Enhanced Criminal Record Check (DBS) which will be paid for by the employer. The job holder will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK.

Equality and Diversity

Hartlepool United Football Club is committed to the principle of equal opportunity in employment and its employment policies for recruitment, selection, training, development and promotion are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.