



Head of Academy Scouting & Recruitment Advert

An exciting opportunity has arisen within the Scunthorpe United Football Club. The Academy is seeking an ambitious Head of Academy Scouting and Recruitment to manage the academy recruitment operations across all three phases of the development pathway. Candidates should be able to demonstrate an excellent track record in previous roles and be able to show a clear understanding of how to structure an elite recruitment department that allows the Academy to achieve its objectives.

Qualifications & Experience

- Applicants should ideally hold formal qualifications within professional football and preference is for the FA Talent Identification qualification level 2, but at least a minimum level 1.
- A credible background within professional football with a track record for the recruitment of elite level players.
- Has had previous experience of working within a professional football club's academy and has an enhanced understanding of the EPPP rules.
- Has previous experience of working with the Performance Management Application (PMA) and is conversant with the inputting of data.
- Understands the catchment area of Scunthorpe United, can recruit from and has knowledge and experience of the surrounding area.
- DBS Enhanced Criminal record check
- FA Safeguarding Children Qualification
- Valid UK Driving license

Desirable Qualities

- Previous experience as a Head of Recruitment or as a part-time scout within a professional academy or similar role.
- Have an existing and relevant database of contacts already in place both locally and regionally that will benefit SUFC Academy.
- Ability to work independently and manage own workload to perform efficiently.
- Have the flexibility to act in an ever-changing environment and travel to locations at short notice.

Job Description: Head of Academy Scouting & Recruitment

Position: Head of Academy Scouting & Recruitment

Department: Academy

Reporting to: Academy Manager

Overall Objectives:

- The Head of Academy Recruitment (HOR) at Scunthorpe United FC Academy is responsible for the direction and strategic plan for talent identification and recruitment of players into the academy.
- The HOR must create, manage and direct a team of part-time recruitment staff to produce excellent scouting performance and with the signing of players on a regular basis.
- A detailed strategy must be created and delivered by the HOR in line with EPPP guidelines.
- Structure a department that meets the needs of the academy and exceeds that of local competition to enable SUFC to recruit the best players for each age group.
- Manage a team of part-time recruitment staff, plan and oversee their weekly scouting activity.
- Develop a network of contacts throughout the local and regional area to aid in the recruitment of elite talented players.
- Work as part of the Academy Management Team and report at all AMT meetings.
- Work in the academy office on Mondays for 1 hour and Fridays for 1 hour to enable collaboration and communication with the full-time academy staff.
- On Monday's report on scouting activity from the previous weekend, on Fridays relay all scouting activity prior to it taking place at the coming weekend.

Person Specification

- Excellent knowledge and understanding of recruitment strategies and EPPP academy rules.
- A good network of contacts throughout the area relevant to the recruitment of academy players.
- Outstanding communication skills to communicate effectively with parents, coaches, players, contacts and other professional clubs.
- Excellent organisational skills and competent in administrative duties.
- Enthusiasm for the role and a proactive person who always looks for opportunities to improve and enhance the recruitment department.
- Understands the competition element of the role and strives to outperform opponents in other clubs.

Summary of Duties

- Work with the Head of Coaching and the Phase Lead Coaches to identify position specific shortfalls for each age group throughout the academy.

- On a weekly basis, assess fixtures across the grassroots games programme and assign scouts to attend and scout these games accordingly.
- Act on all player recommendation information promptly and make decisive decisions to scout or bring the player in for trial.
- Set the date and hold the trialist induction meeting prior to the start of the trial.
- Ensure the correct notice of approach and communicate effectively with all grassroots clubs and their team managers regarding trialling one of their players.
- At the trialist induction, give all of the necessary information to the trialist and his parents and set the date for the formal end of trial appraisal meeting.
- Provide the Head of Coaching and the Phase Lead Coaches with specific information on incoming trialist players prior to the start of trials.
- Monitor the progress of trialist players regularly throughout the trial and communicate by giving feedback to parents.
- Deliver the end of trial appraisal meeting and inform trialists of the sign or release decision.
- Work closely with academy's player profiles to bring in players who can be developed within our coaching programme.
- Work closely with Academy Manager to set targets for recruitment staff and monitor their performance on a monthly basis.
- Produce statistics and further relevant data of the recruitment departments and individual scouts' performance and report on a monthly basis to the Academy Manager.
- Lead monthly recruitment staff meetings assessing KPIs for areas to develop in the department.
- Further develop your own knowledge and qualifications throughout your employment keeping up to date with the latest scouting trends and strategies.
- Build and maintain a network of contacts across all key target clubs and areas including grassroots and professional academy football.
- Forge strong links with local grassroots football, Scunthorpe United Community Trust and schools in the local area.
- Each school holiday attend the SUFC Community Trust half term soccer camps and scout the players with a view to trialling the best players for the academy.
- So that the academy teams have a variety of fixtures, set up tournaments during school holidays, invite grassroots teams in to play a game against our academy teams.
- Manage all administrative duties regarding PMA and ensure that it is kept up to date on a daily basis as required by the EPPP.
- Work closely with Head of Coaching regarding succession charts for the academy, looking at long term objectives and targets.
- Create detailed databases of local grassroots players across all age groups to accurately monitor and track potential academy players.
- Set up development centres in the Scunthorpe and regional area to aid the recruitment of players into the academy.
- There must be 4 development centres running at any one time, areas include: Scunthorpe central, Barton, Winterton, Brigg, Epworth/Haxby/Belton, Thorne, Goole, Gainsborough, Caistor, Bawtry, Retford, Howden/Selby.

Other

- This is a part-time role working 15 hours a week.
- The remuneration is £10 per hour.
- 2x relevant professional references will be needed prior to employment.
- You will be required to demonstrate your commitment to equality, inclusion and anti-discrimination and attendance of training in these areas will be mandatory.

Candidates who wish to apply for the role should complete the application form and also forward an up-to-date CV and covering letter, to tony.daws@scunthorpe-united.co.uk

The closing date for applications will be 4th February 2022 at 5pm.

Scunthorpe United Football Club Ltd and the EFL are committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment.

Posts advertised on this website may require Enhanced Criminal Record Checks and may include checks against the Barred lists, as such it is exempt from the Rehabilitation of Offenders Act (1974). Therefore, all convictions, including spent convictions that have not been subject to filtering by the DBS should be declared.

Equality, Diversity & Inclusion:

Employees must always carry out their duties with due regard to Scunthorpe United Football Club's policies and procedures. The employee must ensure a positive commitment towards equality and diversity treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders