



**Glanford Park**  
Jack Brownsword Way  
Scunthorpe  
North Lincolnshire  
DN15 8TD  
Telephone: 01724 747680  
[www.scunthorpe-united.co.uk](http://www.scunthorpe-united.co.uk)

**Job Title:** Player Care Officer

**Department:** Academy

**Purpose:** To support the implementation of the Academy Performance Plan and provision of Player Care Services, contributing to the long-term development of elite players within the Academy at Scunthorpe United Football Club.

**Accountabilities:**

- Devise and implement an induction and transition strategy, including provision for when players join or leave the Academy, transition through age-groups and enter into loan arrangements.
- Be responsible for the management and delivery of the personal development plans and life skills programmes for Academy players in addition to other aspects of the Club's duty of care, including mental and emotional wellbeing of Academy players and young professionals.
- Support the Head of Recruitment with the organisation, management and delivery of the Club's policies and procedures for the recruitment of Academy Players from U8-U18.
- Ensure all necessary administration is completed for all players, including trialists, newly registered players and exiting players.
- Safely and appropriately induct new players to the Academy, catering for their individual and specific needs.
- Safely and appropriately support the exit of players from the Academy and implement the Academy 'After Care Package' every quarter for 3 years after leaving the Academy.
- Ensure necessary recruitment reports are completed for internal and external players.
- Monitor identified external players and internally recruited players and report on their progress on a regular basis, attending scheduled meetings as required.
- Attend the Academy training and games programme and other games, tournaments and festivals on a regular basis.
- Act as the point of contact between the Academy and the English Football League and the League Football Education and all other external stakeholders for player care matters.
- Be responsible for the Academy alumni.



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- Be responsible for the Parent Voice within the Academy and ensure meetings are held with parents at regular intervals.
- Be responsible for the Player Voice within the Academy and ensure meetings are held with players in each group at regular intervals.
- Contribute and provide all required information and documentation to PGAAC for all audit submissions.
- Attend all player performance reviews.
- Attend player half year reviews.
- Support players in CVs, job applications, interview techniques and sourcing work-based experience.
- Design and implement training for staff to enhance the player care provision given.
- Design, implement and oversee player engagement with the community.
- Sound understanding and knowledge of challenges and pressures young elite athletes face.

#### **Key Activities:**

- Ensure the entry, experience and exit of any players to and from the Academy is appropriately carried out by means of induction and exit meeting.
- In conjunction with the Designated Safeguarding Officer, ensure all policies, practices and procedures relating to the safeguarding of young people are implemented.

#### **Person**

#### **Specification:**

#### **Essential**

#### **Qualifications:**

- FA Safeguarding qualification
- FA First Aid qualification
- Enhanced DBS clearance

#### **Knowledge, Skills and Experience:**

- Excellent communication skills



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- A working knowledge and understanding of Player Care and Player Development
- Competence in all Microsoft Office packages with experience of recording and reporting information
- Experience of dealing with minors and an excellent understanding of Child Protection and Safeguarding procedures including the relevant clearances for individuals.
- An understanding of the EFL Youth Development rules and regulations
- A comprehensive understanding of the Elite Player Performance Plan (EPPP) and the Professional Game Academy Audit Company (PGAAC) audit.

### **General Information:**

The employee must always carry out their duties with due regard to the Scunthorpe United Football Club policies and procedures.

The employee must ensure a positive commitment towards equality and diversity by 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.

### **Safeguarding:**

Scunthorpe United Football Club is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This role involves the supervision of and working with children and young people. The role will require CRC check through the DBS and clearance for work in football by the FA. As the role is exempt from the Rehabilitation of Offenders Act 1974, the applicant must disclose all previous convictions including spent convictions.

### **Equality, Diversity and Inclusion:**

Scunthorpe United Football Club's commitment to equality, diversity and inclusion is to confront and eliminate discrimination whether by reason of age, gender, gender assignment, sexual orientation, marital status or civil partnership, race, nationality, ethnicity (race), religion, ability or disability, pregnancy or maternity



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and to encourage equal opportunities (Protected Characteristics, Equality Act 2010).

Employees of Scunthorpe United Football Club must ensure a positive commitment towards equality, diversity and inclusion by treating others fairly and not committing any form of discrimination, victimisation or harassment of any description and to promote working relationships between all internal and external stakeholders.

**Salary:**

Salary will be in line with qualifications and experience and will be discussed at interview.

**Application Process:**

If you have the aspiration, drive, and qualifications to join our professional and ambitious Category 3 Academy, please complete the following online form and email your CV to the Academy Manager: [tony.daws@scunthorpe-united.co.uk](mailto:tony.daws@scunthorpe-united.co.uk)

Interviews will be held at a date to be confirmed, only persons short-listed for interview will be contacted.

Scunthorpe United is committed to a policy of treating individuals fairly and recruiting, selecting, training, and promoting based on merit, experience, and other work-related criteria.

We do not discriminate against any applicant based on age, race, religion, sex, disability, sexual orientation, or gender identity.