



**CAMBRIDGE  
UNITED**



# RECRUITMENT PACK

**HEAD OF COACH DEVELOPMENT**



# THE CLUB

## WHO WE ARE

Cambridge United is a community focused football club woven into the fabric of a world-renowned city admired for its education, research, and technology.

Cambridge United aspire to compete at the highest levels of English Football whilst operating a sustainable football club embedded within the heart of its community.

*As a Club we have three main objectives which we aspire to achieve:*

## CREATING MEMORIES

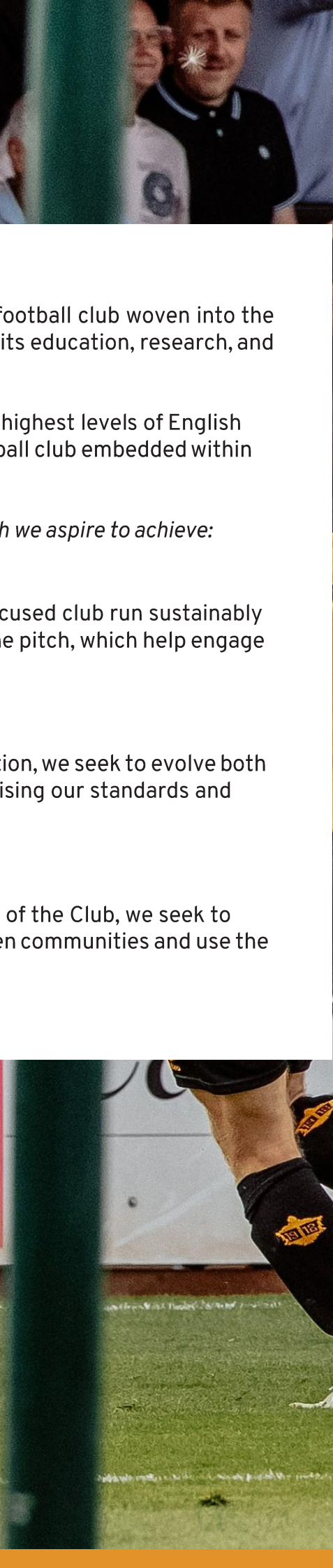
We are a modern progressive community focused club run sustainably to create memorable moments on and off the pitch, which help engage and excite current and future generations.

## DRIVING STANDARDS

Through constant self-reflection and education, we seek to evolve both on and off the pitch, with a clear focus on raising our standards and levels of performance.

## IMPROVING LIVES AND COMMUNITIES

With our players, staff, and fans at the heart of the Club, we seek to construct and enhance relationships between communities and use the power of sport to change lives.





# THE CLUB

## THE MISSION

Cambridge United aspires to compete at the highest level of the English Football League, whilst operating a financially sustainable football club embedded within the heart of its community. We are custodians with a collective responsibility to protect and enhance the Club for future generations.

## THE VISION

### CREATING MEMORIES

We engage current and future generations of supporters by creating memorable moments.

### DRIVING STANDARDS AND PERFORMANCE

We will evolve by driving standards and performance through self-reflection and education.

### ENHANCING LIVES

We are an inclusive Club that is United in Endeavour to enhance lives through the power of sport.

## THE VALUES

We engage positive and inspiring characters who are committed to serving and strengthening our community, by adopting our three key values.

### TEAMWORK

We achieve more through working together than alone and are United in Endeavour.

### HARD WORK

We are committed to learning and working towards our pursuit of excellence in everything we do.

### HUMILITY

We will celebrate each other's successes and recognise that no individual is greater than the collective.



# THE CLUB

## WHY CAMBRIDGE UNITED?

We believe that standing still in both football and business is not an option. We are on an exciting journey to reach the highest levels of English Football.

Recent investment into training facilities and the purchase of the Cledara Abbey Stadium which will soon be redeveloped, optimises our aspiration to grow with one of the world's fastest developing cities where the rules of Association Football were created.

We pride ourselves on providing employees with an opportunity to succeed and value innovation, collaboration and personal growth. Most importantly we are dedicated to creating a supportive and inclusive environment, underpinned by our motto to be 'United in Endeavour'.

## EMPLOYEE BENEFITS

- Annual Reviewed Industry Benchmarked Salaries
- 21 Days Annual Leave + Bank Holidays (pro-rata, part-time)
- One Day Per Week Remote Working
- TOIL For Matchdays & Events worked
- Mental Health Practitioners
- Match Tickets
- 10% Club Retail Discount
- Club Partner Discounts



# THE JOB

<b>JOB TITLE:</b>	Head of Coach Development
<b>DEPARTMENT:</b>	Academy
<b>REPORTS TO:</b>	Academy Manager
<b>LOCATION:</b>	Stadium, Academy Training Ground(s)
<b>SALARY:</b>	£35,000 to £38,000
<b>HOURS:</b>	40 hours per week, including weekends

## **ROLE SUMMARY**

To lead the development of all Academy coaches supporting them to fulfil their potential through developing a sustainable coach development model

To develop, implement and evolve the Academy curriculum, coaching and playing philosophy

To manage and support the day-to-day performance of the full time Academy coaches

## **KEY JOB OUTCOMES**

- Undertake self-development to ensure knowledge in relation to all aspects of coaching and coach development is up to date and forward thinking
- Enrolment and commitment to the EHOC development Programme
- Professional Development Phase Coach, Youth Development Phase Coach, Foundation Phase Coach, Emerging Talent Coach (U14-U19) and Head of Academy Goalkeeping Coach staff appraisals and regular performance management
- Working closely with all Academy coaches, acting as mentor and developer, to ensure the Programme is being delivered to the highest possible standards and coaches develop to their potential
- Leading a Programme of continuing professional development and coach development plans for the full time and part time Academy coaches at the club to ensure the implementation of the Programme and their development
- To manage and continually develop the process for the evaluation of Academy players
- Provide a clear up to date training needs analysis (TNA) for every coach
- Observe coach performance and provide feedback to aid performance
- Ensure every coach has a personalized development action plan

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- Implementing the Coach Competency Framework, specifically to the needs of Cambridge United
  - Utilize external partners and governing bodies to help support the coach development Programme
  - Ensure compliance with the necessary EPPP regulations with all Academy sessions, with a focus on the development of individual players
  - Leading the continued development of the Academy's coaching curriculum alongside the clubs coaching and playing philosophy
  - Ensure that there is an age-appropriate approach to training and fixtures
  - Work closely with relevant staff to ensure the coaching Programme is correctly aligned to individual player development
  - Ensure all coaches hold the required mandatory qualifications and are in date with the licensing requirements
  - Establish and maintain an agreed methodology of communication with coaches each week to ensure a collaborative approach
  - Department reports prepared for Academy Management Teams upon request
  - Fully contribute to Academy Management Team meetings, reporting back on agreed KPI's
  - Lead the annual publication of the coach's handbook, detailing ways of working within the Academy
  - Ensure players' welfare and safeguarding is protected at all times
  - Undertake administrative tasks related to the role, e.g. Kitman labs, database input

This job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes. As a term of your employment, you may reasonably be expected to perform duties of a similar or related nature to those outlined in the job description.



# THE PERSON

## SKILLS, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE

	REQUIRED	DESIRABLE
UEFA A License	YES	
FA Advanced Youth Award	YES	
UEFA Pro Licence		YES
Introduction to First Aid Qualification	YES	
FA Safeguarding children workshop	YES	

## PERSONAL QUALITIES/ATTRIBUTES

	REQUIRED	DESIRABLE
Hardworking and enthusiastic	YES	
Excellent organisational skills and attention to detail	YES	
Reliable and committed	YES	
Ability to work independently and as part of a team	YES	
Strong interpersonal skills, with the ability to prioritise tasks, meet deadlines and manage a varied workload	YES	
Excellent team player and motivator	YES	



# THE COMMITMENTS

## **EMPLOYABILITY STATEMENT**

Cambridge United FC is committed to promoting equality of opportunity for all staff. We aim to create a supportive and inclusive working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit.

## **SAFEGUARDING STATEMENT**

Cambridge United FC is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. For those positions where a criminal record check (DBS) is identified as necessary, this will be carried out in line with other safer recruitment checks. The post holder will be required to undergo Safeguarding training periodically.

## **EQUALITY, DIVERSITY AND INCLUSION**

Cambridge United FC is committed to promoting equality of opportunity for all staff and job applicants. We are committed to creating an inclusive workplace and welcome applications from disabled candidates. If you require any adjustments during the recruitment process, please let us know.

We aim to create a supportive and inclusive working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit. We do not discriminate based on age, race, nationality, ethnic origin, religious or political belief or affiliation, trade union membership, gender, gender reassignment, gender identity, marriage and civil partnership status, pregnancy and maternity, sexual orientation, disability, socio-economic background or any other inappropriate distinction or characteristic covered by the Equality Act 2010.



# HOW TO APPLY

## APPLICATION INSTRUCTIONS

Interested applicants should apply by submitting their application form, CV and Cover Letter, applications which do not include all documents will not be reviewed.

## APPLICATION CLOSING DATE

25<sup>th</sup> May 2026

## INTERVIEW DATE(S)

Week commencing 1<sup>st</sup> June 2026

## START DATE

To be agreed at offer stage