

LIVINGSTON FOOTBALL CLUB

JOB DESCRIPTION



JOB TITLE:	HEAD OF YOUTH
SECTION:	FOOTBALL
SALARY/ SCALE:	TO BE NEGOTIATED
CONTRACT TYPE:	PART-TIME
ACCOUNTABLE/REPORTS TO:	ACADEMY DIRECTOR, FIRST TEAM OFFICER
	MANAGER & FOOTBALL OPERATIONS

JOB OVERVIEW

To oversee all youth football and player progression for Livingston FC. To be responsible for implementing a youth development and player progression strategy for the club and to provide a link from youth and community football to the professional men's first team.

JOB PURPOSE:

- Head of Youth Development for Livingston Football Club's U14, U15 & U16 squads
- To develop an 'Academy Action Plan' for the future progression of the Livingston FC Academy
- To develop and progress plans for a 'transition squad' in advance of season 2023-24
- To develop a recruitment model for the identification and recruitment of talented players for the youth squads
- To help drive a high performance culture throughout the football department

KEY RESPONSIBILITIES:

- Creation of a youth development strategy in-line with the club's ambitions and overall club strategy, including the future development of the Livingston FC's Academy and transition squad • Management of the club's youth development programme at U14, U15 & U16s, including budget management

- Line manager to the club's youth development staff and youth recruitment staff
- Management of the clubs 'transition squad' including its players and staff
- Working alongside the Head Coach to develop a football philosophy, a thread which will run throughout the club - Foundation, youth and first teams
- To develop and create assets for the club to sell on and generate income from
- Creating an attractive and inspiring exit strategy for players leaving 'elite' and 'performance' level academies to join Livingston FC as part of the clubs' recruitment strategy
- Developing a scouting team, network and structure, with all relevant processes in place
- Developing a coach education programme for all youth and foundation coaches

ADDITIONAL RESPONSIBILITIES:

- Responsibility for the annual Club Academy Scotland audit
- To help develop high performance habits and values within the staff and youth players thus contributing to the development of a high performance culture
- Developing relations with the foundation squads and local recreational clubs
- Such other duties as may be required from time to time by the Board of Directors, 1st Team Manager, CEO & Football Operations

MINIMUM REQUIREMENTS:

- UEFA A License
- UK Passport

KNOWLEDGE SKILLS AND EXPERIENCE:

- Leadership and/or management qualification
- Qualified to a minimum of UEFA A Licence or UEFA Youth Licence
- Experience of working within professional football
- Experience within youth development and player progression
- A strong network within Scottish football at all levels
- Excellent organisational, administrative and presenting skills
- Appropriate IT skills in a range of packages including Microsoft Word, Excel etc
- Excellent leadership skills
- Passionate, enthusiastic and driven to succeed

DEMANDS:

This is a post which carries significant responsibility for the effective operation of the youth development function of Livingston FC. It involves flexibility in working hours, including working evenings and weekends, given the nature of the business. The post requires the individual to be a strong leader, one who inspires others and drives standards and high performance behaviours.

COMMUNICATION AND CONTACTS:

INTERNAL: Board of Directors, CEO, Management staff, staff at all levels, volunteers

EXTERNAL: Other clubs, Academy contacts, agents

WORKING ENVIRONMENT:

The role is undertaken at the The Tony Macaroni Arena with regular visits to other clubs and academies. A flexible working pattern, including regular weekend and evening work is a requirement of the post.