



Disability & Inclusion Football Development Officer Person Specification

Salary: £22,000 per annum

Based: Dorset County Football Association, Hamworthy, Poole, Dorset, BH15 4BF

	Essential	Desirable
Appearance	Smart appearance as the post holder will represent the organisations at formal meetings	
Education	Good overall level of education (graduate calibre) with a thorough knowledge of disability football/sport development	Educated to degree level Generic Tutor Trained IT qualification Equity trained Valid safeguarding children and emergency aid qualifications FA enhanced CRB disclosure
Experience / knowledge	Experience of working/coaching with clubs, volunteers, local authorities, schools and people with disabilities Understanding of the organisation and structure of disability football An understanding of the barriers to participation faced by disadvantaged groups i.e. ethnic minorities, disabled people and those from disadvantaged areas	Experience of working with football clubs Organisation of football coaching / courses / competitions Experience of working with individuals with a disability A basic awareness of health & safety and child protection policies in a sports environment

	Minimum one years experience in the field	
Specific Skills	<p>Good written and oral skills</p> <p>Ability to work efficiently on own initiative and maintain a high standard</p> <p>Excellent organisational skills</p> <p>Understanding of the organisation and structure of disability football</p> <p>Computer literate</p> <p>Project management skills – to plan, set and achieve objectives within strict deadlines</p> <p>The ability to manage and support casual coaches and volunteers</p>	<p>Understanding of the organisation of football education courses</p> <p>Sound knowledge of budgeting and financial systems</p>
Personal Qualities	<p>Flexible and outgoing</p> <p>Ability to work independently and as part of a team</p>	
Communication	<p>Excellent communication and interpersonal skills, the ability to communicate with people at all levels and in all formats</p>	
Other criteria	<p>Willing to work evenings and weekends</p> <p>A knowledge of current strategies, national initiatives and issues in relation to football development</p> <p>Commitment to equal opportunities</p> <p>Must have the ability to travel across the county and region</p>	

	according to the needs of the job with reasonable adjustments, if required according to the 'Disability Discrimination Act'.	
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