



Job Title	Assistant Director of Football
Date	September 2026
Department	Football Academy
Reports to	Director of Football

Purpose of the Role

Together with the Director of Football and existing Assistant Director of Football, deliver the Ackworth School Football Academy's coaching curriculum in line with the school's and Paris Saint-Germain (PSG) Academy England's coaching and playing philosophies.

Main tasks and responsibilities

Training and Coaching

Provide 1/1 training opportunities during the day for pupils within the football academy.

Liaise with the strength and conditioning coach responsible for development of pupils in the football academy.

Work with the Director of Football to register our academy teams in leagues and cups commensurate with their playing ability and support the team at all academy fixtures.

Lead the training of Ackworth School's development squad and other teams and support these teams, when possible, during inter-schools fixtures.

Support and lead on football activities, including: - individual coaching, game planning and preparation; team coaching and game evaluation, including post-match analysis.

Ensure the focus of every training session and game is always on the individual progression of the player.

Create and organise individual reports for pupils in the football academy coinciding with termly school reports, ensuring that Individual Coaching Plans form the basis for reviewing performance.

Be available for all player and parent review meetings.

Implement the 'coaching working week', within your coaching timetable, with regard to ensuring the relevant number of coaching hours are delivered and rest and recovery is managed for football academy players.

Support all pupils within the football academy regardless of their development phase.

Review performance data and work within the PSG Academy England player competency framework to determine that players are staying on track to their personal development.

Development

Support international, national and local football recruitment activities when required

Liaise with the age group coaches within the Games programme for both girls and boys and provide CPD for the school's coaches.

Attend and contribute to PE Departmental meetings and guide on football where necessary.

Attend staff meetings and briefings to provide feedback about pupils in the football academy.

Attend morning meetings to keep pupils informed and to report to the school on performance of our academy team.

Ensure that 5-hours of CPD is achieved annually in keeping with the maintenance of the UEFA B qualification.

Working closely with the Director of Football, ensure that you actively engage with your own individual coaching plan in line with the agreed PSG Academy England development framework.

Implement the agreed PSG Academy England playing and coaching strategies into the school's Games Programme.

Other

Ensure all equipment is maintained, to give our players the best experience.

Work within the school's safeguarding framework (inc. welfare) in ensuring compliance with safeguarding policies.

Make appropriate referrals to the Senior Designated Person for Safeguarding.

Be aware of all aspects of Safeguarding and attend relevant training. Promote this good practice and ensure pupils are safe, particularly during time spent away from school at other venues.

Ensure that you work within the school's Equality and Diversity policy in maintaining equitable practices in supporting and delivering inclusive practices.
 Ensure that facilities are hired for practices and matches, equipment and kit is purchased for every season and transport arrangements are made through School Reception.

Deputise for the Director of Football as required.

Person Specification

Educational Attainment and Qualifications

UEFA 'B' Licence (essential)
 UEFA 'A' Licence (desirable)
 Degree in Sport, Sport Science or equivalent (desirable)

Experience, Knowledge and Skills

Essential	Desirable
<ul style="list-style-type: none"> - Strong understanding of the game including tactical intelligence, analysis and systems. - A proven leader with the moral courage to set and demand high standards. - Willingness to innovate and challenge traditions. - Experience of working with young children in a football environment. - Demonstrates enthusiasm and a commitment to achieve agreed objectives. - Effective at preparing, planning and implementing all aspects of academy administration that are aligned with PSG Academy England objectives for coaching young football players. 	<ul style="list-style-type: none"> - Experience as a professional football player. - Experience of working at a professional clubs Academy. - Displays an understanding of the academy's and school's coaching curriculum and is able to transfer and communicate information in an informative and constructive manner - Cat D1 driving licence (minibus)

- A dynamic, hardworking and enthusiastic individual that is able to relate to all staff members and participants engaged in academy, coaching and educational activities.
- Proactive decision maker with excellent presentation and written communication skills.
- A willingness to recruit players for the football academy across the world.
- Takes responsibility for ensuring a high quality of work and maintaining standards in line with the school's and PSG Academy England's coaching objectives and philosophies.
- Is receptive to feedback about own behaviour, strengths and areas for improvement.
- Displays a high level of confidentiality and transparency and is able to contribute to meetings in a professional manner.
- Understands the importance of Health & Safety principles and practice and safeguarding in the delivery of academy and school coaching and match activities.
- A Cat B driving licence with the ability to achieve Cat D1 (minibus)

Ackworth School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. All staff are required to understand and adhere to the Schools Health and Safety policies.

Job descriptions may be subject to review from time to time and can be altered or amended to meet the changing requirements of the School. They are not designed to limit the extent of the role but instead to outline the main tasks and responsibilities.