

ENGLAND FUTSAL COACH MENTORS APPLICATION INFORMATION PACK

Context

Following an 18-month design process with the FA, England Futsal has been built to ensure access and opportunity for every person and community to enjoy, benefit from & realise their full potential with futsal from participation to performance.

We want to meet the aspirations of thousands of boys & girls who dream of representing England Futsal and offer an attractive & alternative game of choice to football for people of all ages and backgrounds.

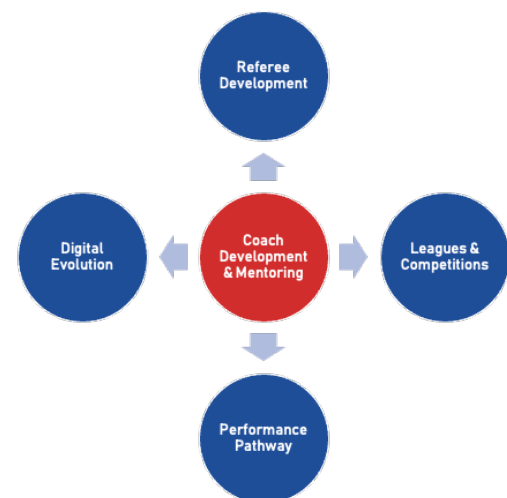
We will do this by:

- Operating a safe, inclusive Talent Pathway.
- Providing high quality learning opportunities for Coaches, Match Officials & Leaders.
- Operating an insight led England Futsal player pathway for all.
- Working with stakeholders to develop a robust package of support.
- Having clear operations for business, commercial & governance.

Ahead of the 2023-24 season, England Futsal are seeking to appoint 4 Coach Mentors to support our coaches across England at all levels of the game.

Reporting into our Coach Development & Mentoring Lead, these roles have a specific remit, but will interact across the business to optimise learning opportunities. The 2023-24 England Futsal Coach Mentoring Programme is a new programme, shaped using feedback from key stakeholders and the futsal community, aligned to underpinning the broader coach support/futsal development activities that the FA have specifically entrusted us with as an organisation.

The roles have set objectives, but there will be flexibility for mentors (in agreement with their line manager) to adapt how these are delivered in response to their insight into their geographical community.



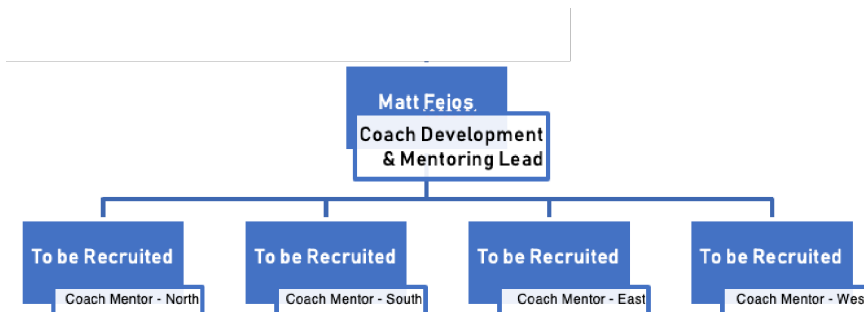
The Roles

England Futsal is appointing 4 Futsal Coach Mentors (1x North, 1x South, 1x West and 1x East) to support coaches in their region. These mentors will be paid a flat honorarium (including any travel expenses) to deliver set targets aligned to strategic objectives. This honorarium will be £3,000.00 for the season, and until July 2024. (NB – This equates to 100 hours at £25 an hour and £500 in travel expenses, which equates to over 1000 miles in mileage at 45p a mile).

Each mentor will have the same delivery objectives, with flexibility in how these are delivered. Some activity will take place virtually, but each role has in-person activity anchored in their respective region which is non-negotiable. Where an applicant applies for a region anchored role, England Futsal assumes commitment from the applicant to fulfil these responsibilities should they be appointed.

FA Strategic Aim	Mentor Delivery Objective
Club Network	Sport Dev 101 – Deliver 2-3 FA 'How to Build a Club' Workshops to Youth Leagues.
Recruit & Deploy	Mentoring Cells for intro CPD attendees grouped regionally, allowing us to support "intro" CPD attendees onwards to qualification.
Support & Develop	Regional Mentoring Groups aligned to England futsal Youth playing opportunities/NFS. Support & Develop Mentoring Groups allowing us to support intermediate coaches and give space to support their behavioural & problem-solving skills in their own context. We would align these to Coach CPD opportunities and broader playing opportunities to offer maximum learning value for attendees.
Retain & Sustain	x5 individual coaches at the top end of the game supported with personalised 1-2-1 technical support, visits, guidance and CPD. (Mentees to be selected via National Process led by CD&M Lead and aligned to England Futsal Diversity & Inclusion commitments.)

These roles are managed by our Coach Development & Mentoring Lead and ultimately report into our Head of Operations.



Our Coach Development & Mentoring Lead is also on a fixed term honorarium contract and does not work full-time. Although spread geographically and working flexible hours, we do see these roles as forming as 5 human team working in genuine collaboration.

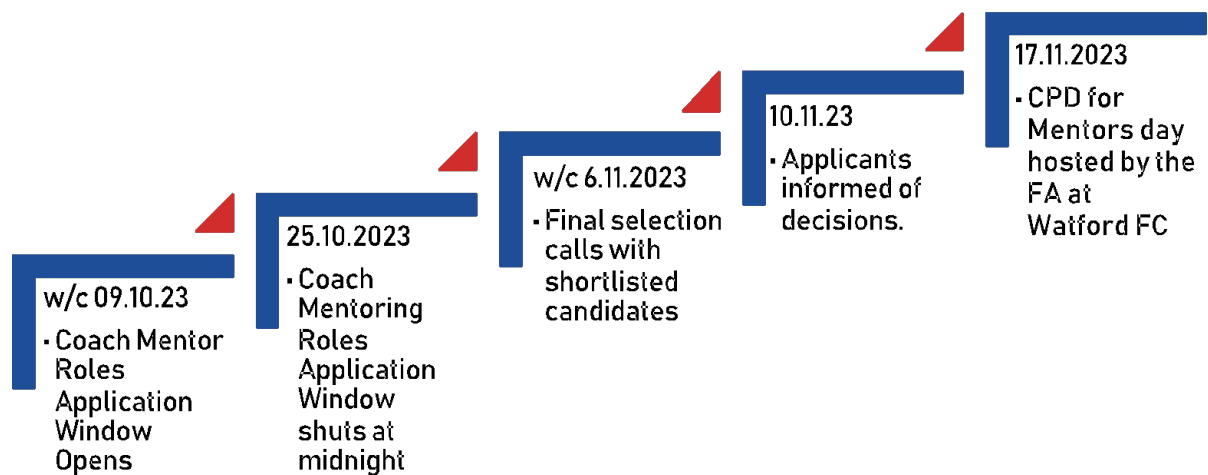
The Process

The timeline for the process is below, with the application itself detailed further below.

This is an open recruitment process with all candidates assessed by the contents of their application.

Candidates may apply for more than one region, but each role will involve regionally based in person delivery so we encourage applicants to think carefully about this before applying for a role in a region they do not live in.

All applicants will receive a standardised response to allow us to inform everyone of outcomes in a timely manner, with the opportunity to request subsequent feedback.



The Application Deadline

- Application Deadline: Midnight 25.10.23.

The Application

The applications for these roles consist of four parts:

1. A CV
2. An application video
3. Supporting documentation
4. A reference

Any applications that do not include all four elements will not proceed to the shortlisting stage. If applicants have any technological challenges with the video (from accessibility through to digital poverty) please email coaching@englandfutsal.com so that we can explore how to appropriately support you.

We would encourage applicants to think about the following best practice when preparing applications:

- Tailor your application to this opportunity.
- Use 'CAR' (Context, Action, Result) as a structure to formulate your answers. It is a useful way to think about how to convey the situation you were in, the action you as an individual took and what resulted from that action. You don't want a 'cookie cutter' answer, but thinking through in this way will help you succinctly demonstrate impact.

The CV:

- Candidates must submit a CV (in a minimum of size 10 font and covering no more than 2 sides of A4).
- As a rule of thumb, use your CV to demonstrate how you meet the person specification.

The Application Video:

- The application video serves the function traditionally carried out by a covering letter.
- As a rule of thumb, use your video to bring to life how you would execute the role applied for aligned to the job description, person specification and your own personality.
- The video consists of applicants answering four set questions in the below order:
 - 1) Tell us about your experiences to date: Why have they led you apply for this role? What excites you about joining England Futsal?
 - 2) Thinking about the person specification, tell us about your personal values and why you make a great fit for the role?
 - 3) Thinking about your formal and/or informal experiences of coaching & mentoring, tell us about a time when you have had to land a difficult piece of feedback.
 - 4) Given the context of the role (i.e., it's remote nature and the time restraints on the team), what would ideal support & communication from your manager & team look like for you?
- There are two options when compiling videos:
 - 1 video that contains all 4 answers not to exceeding 12 minutes in length. (All questions are weighted equally so we recommend splitting your time evenly if you pick this option.)
 - 4 videos of 3 minutes, with each file containing the answer to one question

Supporting Documentation:

- Proof of enhanced DBS check
- Proof of valid UEFA B Futsal coaching licence (with FA requirements to be maintained for the duration of the role with CPD, safeguarding and first aid all current and up to date)
- Proof of valid FA Emergency First Aid Qualification
- Proof of valid FA Safeguarding Qualification

The Reference:

- A reference from someone you have formally or informally coached/mentored – how you helped them and what the impact was on them, both then and now (in a minimum of size 10 font and covering no more than 1 side of A4).
- This should be emailed directly from the referee to beth@englandfutsal.com by the deadline **NOT** submitted by the applicant with their other documents.

Please ensure that your files are submitted via email (please use WeTransfer to facilitate the sharing of your video(s)) to our Head of Operations Beth Jenkinson-Garner (beth@englandfutsal.com).

Please ensure that you submit using the file types & naming conventions detailed below as these tell the panel which regional role you are applying for. If you have any challenges doing this, please email Beth. If you are applying for more than one role, please indicate your preferred region in the naming convention and detail any other desired regions in your email.

England Futsal reserves the right to not review applications that do not comply with the below. It is particularly important the video files are sent in the correct format so that they can be opened on different computers.

Application Element	File Type	File Name (to be updated based on below logic)
CV	PDF	[INSERT ROLE & REGION APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], CV
Application Video	MP4	[INSERT ROLE & REGION APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], Application Video
Reference	PDF	[INSERT ROLE & REGION APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], Reference
Enhanced DBS Check	PDF	[INSERT ROLE APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], DBS
Valid Coach Licence (to be retained for duration of role)	PDF	[INSERT ROLE APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], Coach Licence
Valid FA Emergency First Aid Qualification	PDF	[INSERT ROLE & REGION APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], First Aid
Valid FA Safeguarding Qualification	PDF	[INSERT ROLE & REGION APPLIED FOR], [INSERT FULL NAME STARTING WITH FIRST NAME], Safeguarding