



Football Coach

APPLICATION PACK





**Principal – Mr S Royle BA (Hons) PGCE NPQH**

Mounts Bay Academy

Boscathnoe Lane

Heamoor

Penzance

TR18 3JT

[www.mountsbay.org](http://www.mountsbay.org)

Salary Scale G

(Age dependent)

Type: Part-time

Term: 0 Hours

**Football Coach**

We are seeking a talented, enthusiastic, and driven Football Coach. We offer a variety of football opportunities utilising state of the art facilities. Our coaching and development programmes cater for a range of age groups and abilities from 3-16 years of age (boys and girls)

We welcome applications from individuals who are confident, energetic, and passionate about developing football at all levels. The successful candidate will have excellent coaching, interpersonal, and organisational skills, and will be committed to delivering high-quality training sessions and promoting engagement in sport across the wider community.

You will be responsible for planning and leading football sessions for players of all abilities, working closely with staff and external partners to enhance our football programme. This role also includes the promotion and coordination of football related activities and events, helping to foster a positive sporting culture within the Football Development Academy.

This is an exciting opportunity to make a real impact on the sporting journey of the players and contribute to the growth of football at MBFDC.

Application forms and information packs are available via our school website or upon request by telephoning the Academy.

For further information, please contact Malvina Jenkin,

HR Manager at Mounts Bay Academy

🕿 01736 363240 or email: mjenkin@mountsbayacademy.org

**Closing date for applications**:09/07/2025

**Start:** September 2025

**Interviews**: TBC

Please send your completed application form to Malvina Jenkin HR Manager at Mounts Bay Academy, Boscathnoe Lane, Heamoor, Penzance, TR18 3JT.

The successful candidate will be subject to reference checks with previous employers and will be subjected to an enhanced DBS disclosure check.

Leading Edge Academies

Partnership is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment

# Welcome

Dear Applicant,

Thank you for expressing an interest in this post at Mounts Bay Academy, a member of the Multi Academy Trust called Leading Edge Academies Partnership (Leading Edge). I hope you find this information pack helpful and that in due course we shall receive an application from you.

Mounts Bay Academy is in Penzance, West Cornwall with 950 students aged 11-16 years. This is a beautiful part of the world, enjoying a varied coastline surrounding rugged hills and moorland and it is a wonderful place to live and work.

Mounts Bay school converted to Academy status in 2011 and a year later was awarded an Outstanding grade in a full Ofsted Inspection. In November 2017 the Academy was inspected by Ofsted to review its safeguarding arrangements and the HMI visitors noted that the Academy had a fully inclusive culture and provided excellent support for vulnerable students. Since then, we were awarded a good grade in 2021 under the new Ofsted Framework introduced in 2019.

I have been the proud Principal of Mounts Bay since March 2024, and I am passionate about the Academy and the path that we need to follow. Whilst enjoying an enviable reputation in the local area, there is work to do in terms of outcomes, attendance and the quality of teaching and learning. Our priorities are explicit, and my style is very open and honest – there are no hidden agendas here!

We have recently introduced a new behaviour policy which is having very positive effects, and our teaching and learning policy has been stripped back to provide very clear expectations of staff and students. All strategies are supported by a comprehensive evidence-based programme of CPD, both internal, and through external bodies such the PTI, the Cornwall Research School, which we are delighted to lead, and the Challenge Partner network, where we are delighted to be the lead school in the Cornwall hub.

The Academy enjoys a range of impressive physical resources including a purpose-built science area, subject specific teaching areas in the Creative Arts as well as a lively and bouncing Music block. Sports facilities are strong, including a large sports hall, a 3G pitch and extensive outside field areas, all of which have significant community use. Plans are currently being made with Cornwall Council for an on-site ARB to provide further support to learners.

Mounts Bay Academy is an Apple Distinguished school, and each student and staff member is provided with a digital device to support their learning and work. We believe that students should be prepared for the world in which they will live when they leave the Academy and strive daily to ensure that we update our knowledge accordingly.

We are a learning community that aspires to success for all without exception, convinced that everyone can learn at the highest level, when presented with learning experiences that are as engaging as they are adventurous. We believe that all young people can achieve; it is our job to nurture the very best in each person by identifying their strengths and talents and removing any barriers to learning.

Mounts Bay is a caring and dynamic community where students are placed at the centre of everything that we do.

We provide a broad and balanced curriculum which is delivered by a team of skilled and dedicated staff, with the MBA way visible throughout the school, putting ‘Relationships, Respect and Responsibility’ at the centre of everything. Talent is celebrated, curiosity is nurtured, and every individual is given the chance to shine. We help to develop young people with a positive attitude to learning and life, ready to take on the challenges of our fast-changing world and to make a creative contribution to their community.

The successful candidate will be a brave, creative and visionary person, to join our staff to enable all to thrive in this ever-changing world. We are looking for a professional with a spirit of adventure who understands that high personal and academic standards and exciting learning can combine to change young people’s lives.

Mounts Bay Academy is committed to safeguarding and promoting the welfare of young people and we expect the candidate to share this commitment.

Since I joined the Academy, I have felt safe, I have been happy, I have felt challenged, and I have been genuinely welcomed into the Mounts Bay community. Is this not what all of us want from a school?

Please do get in touch if you would like to come and visit. I look forward to meeting you.

Yours sincerely

Simeon Royle

Principal

# Application

## Application

If you wish to apply, please either email your application to Malvina Jenkin HR Manager at [mjenkin@mountsbayacademy.org](mailto:mjenkin@mountsbayacademy.org) copies of all the details are available online on our website under the ‘Vacancies’ section) or post your completed application form to the address below, together with a covering letter, clearly demonstrating your suitability for the role. Where possible, please also provide email addresses for your referees.

In line with our safeguarding practices, we are unable to accept CVs.

## Closing Date

Please ensure your application arrives before the closing date/time and that the post for which you are applying has been stated clearly on the application form. Applications received after the closing date will not be accepted.

## Interview

Interviews for the post will take place shortly after the closing date. All applicants will be informed on whether their application has been successful within 2 weeks of the closing date.

Mounts Bay Academy is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

We follow safer recruitment practices and appointments are subject to an enhanced DBS check prior to employment. Details of our Safeguarding and Child Protection Policy can be found on our website [www.mountsbay.org.](http://www.mountsbay.org/)

Mounts Bay Academy Boscathnoe Lane Heamoor

Penzance Cornwall TR18 3JT

Phone: 01736 363240

Web: [www.mountsbay.org](http://www.mountsbay.org/)

# Job Description

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| **Post Title:** | Football Coach |
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| **Purpose:** | * Enhance Player Growth: Support the technical, tactical, physical, and psychological development of players, particularly at youth or grassroots levels. * Promote Long-Term Development Pathways: Create structured, age-appropriate training programs to nurture talent and prepare athletes for progression into higher levels of competition. * Foster a Positive Football Culture: Inspire enthusiasm for the game, in still strong values such as teamwork and discipline, and encourage lifelong participation in football. |
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| **Reporting to:** | Principal, Head of Football, Director of Communities |
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| **Liaising with:** | Parents / Guardians, |
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| **Working time:** | 0 Hours |
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| **Salary/Grade:** | G Age / Experience dependent |
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| **Disclosure level:** | Enhanced |
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## MAIN (CORE) DUTIES

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| **Main tasks** | * The specific nature and balance of these responsibilities will vary according to the needs of the Academy and may be shared. |

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| **Main Duties and Responsibilities** |
| * To maintain sports equipment, also set up and pack away any equipment relevant to the activity taking place. * Plan and Deliver Training Sessions: Design and conduct age-appropriate coaching sessions focused on technical skills, tactical understanding, fitness, and game intelligence. * Identify and Develop Talent: Assess players' abilities, monitor progress, and support individual development plans to help players reach their potential. * Mentor and Support Coaches: Guide and mentor less experienced coaches, sharing best practices and ensuring consistent coaching standards across programs. * Organise and Manage football development initiatives such as grassroots programs, school partnerships, community outreach, and talent ID events. * Working hours includes weekends and evenings (outside of school hours). * Promote Inclusion and Participation: Encourage broad participation regardless of ability or background, ensuring equal opportunities and a safe, positive environment for all players. * To report any building and/or maintenance faults, problems and concerns which may arise in the course of duties to the Premises Manager at the earliest opportunity. * To be aware of and adhere to applicable rules, regulations, legislation and procedures e.g. Equality Act 2010, Health and Safety at Work 1974, Data Protection and Safeguarding. * To be fully conversant with the lettings systems, used for managing the hire and booking of sessions. * To work within Academy and statutory safeguarding procedures and guidance. * To maintain confidentiality of information acquired in the course of undertaking duties for the Academy. * To be responsible for your own continuing self-development, undertaking training as appropriate. |
| **Staff Development** |
| * To partake in the Academy’s staff development programme by participating in arrangements for further training and professional development. * To continue personal development in the relevant areas including subject knowledge and coaching/teaching methods. * To engage actively in the Continuous Career Professional Development (CCPD) process. |
| **Quality Assurance** |
| * To help implement Academy quality procedures and to adhere to them. * To seek/implement modification and improvement where required. |
| **Management Information** |
| * To maintain appropriate records and provide relevant accurate and up-to-date information as required. * To complete the relevant documentation to assist in the tracking of players. * Maintain accurate records such as registers in line with safeguarding procedures. |
| **Communications** |
| * To communicate effectively with the players and adults as appropriate. * Where appropriate, to communicate and co-operate with persons or bodies outside the Academy. * To follow agreed policies for communications in the Academy. * Build positive relationships with players to encourage repeat attendance and promote MBFDC through word-of-mouth. |

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| **Other Specific Duties** |
| * To remain and adhere to the Trust’s Safeguarding Policy and child protection procedures. * To play a full part in the life of the Academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example. * To actively promote the Academy’s and Trust’s corporate policies. * Be responsible for your own continuing self-development, undertaking training as appropriate. * To be aware and adhere to applicable rules, regulations, legislation and procedures e.g. the Trust Equality and Diversity Policy, Staff Code of Conduct, national legislation and GDPR Data Protection Regulations. * To comply with the Academy’s Health and Safety Policy and undertake Risk Assessments as appropriate.   **As a restorative organisation we:**   * Apply the principles of mutual respect and responsibility in all our internal and external relationships. * Actively work to prevent, address and repair harm. * Engage in continuous learning to further develop our communication and problem-solving skills. |

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

**Person Specification**

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| **Essential** | **Desirable** | **Demonstrated By** |
| A commitment to safeguarding children and young people and an awareness of current national legislation relating to safeguarding and child protection. | In date FA first aid and FA safeguarding qualifications | Application Form / Interview |
| Attainment of GCSE qualifications or equivalent (level 1 standard of qualification). |  | Application Form / Interview |
| A CPD portfolio with evidence of recent, relevant course participation and all academic qualifications. Minimum FA level 1 qualification. | FA level 2 (UEFA C) Qualification   UEFA B Qualification | Interview / Certification |
| Practical skills / Good communication skills.  Build positive relationships with players and parent(s)/guardian(s) to encourage repeat attendance and to promote the Football Development Centre through word-of-mouth and community trust. |  | Application Form / Interview |
| Previous work experience in administration and sports coaching, in a school/college or sports/leisure/music environment. | Minimum of 12 months experience in sports/leisure/Academy related work. | Application Form / Interview |
| Able to undertake physically demanding duties.  Self-motivated, ability to work on own initiative. | Established ability, to have effective customer relations |  |
| A ‘can do’ positive attitude that seeks solutions to problems. | Evidence of creativity and a willingness to take risks and learn from mistakes. | Application Form / Interview |
| Good ICT skills in MS Office | Good ICT skills in Apple software | Application Form / Interview |