



<b>Job Title</b>	Hereford FC Women's Assistant Coach
<b>Report to</b>	Hereford FC Women's Head Coach
<b>Responsible for</b>	n/a
<b>Location</b>	Travel to various locations within Herefordshire and the West Midlands
<b>Hours of Work</b>	Due to the nature of the role the applicant will be expected to be available for all Women's matches and training sessions, in line with the football calendar.
<b>League</b>	West Midland Regional Women's League – Division One South
<b>Contract</b>	Volunteer
<b>Job Purpose</b>	Assistant Coach of the women's team
<b>Salary</b>	Voluntary
<b>Period</b>	Role will be reviewed at the end of each season
<b>Closing Date</b>	Monday 13 <sup>th</sup> July 2026 – 12pm
<b>Interviews</b>	Details to be confirmed with individual candidates
<b>Main duties and responsibilities</b>	<ul style="list-style-type: none"> <li>- To assist in the planning, delivery, and recording of all coaching sessions for women group in line with the club's technical program</li> <li>- Providing relevant input on squad and starting line up with Head of Football and Head Coach for a game on Sunday.</li> <li>- To create, update and deliver players Individual Learning Plans.</li> <li>- To attend any required FA in-service training</li> <li>- The volunteer must at all times carry out his/her responsibilities with due regard to the football club policies and procedures, in particular Health &amp; Safety, Equality and Diversity, Financial Authorisation, Confidentiality and with regard to the Data Protection Act</li> <li>- There will be a requirement for you to travel within the UK (predominantly West Midlands region)</li> <li>- There will be a requirement for you to be available during unsociable hours including evenings and weekends for training and matches</li> </ul>
<b>Essential requirements</b>	<ul style="list-style-type: none"> <li>- Ability to organise, plan and deliver sporting activities and to evaluate sessions</li> <li>- Good communication skills</li> <li>- Ability to engage with young/older people from all backgrounds</li> <li>- Level 1 FA Coaching or higher</li> <li>- Safeguarding Children Certificate or commitment to complete in advance of commencing role</li> </ul>

	<ul style="list-style-type: none"><li>- Be available to work unsociable hours including evenings, weekends</li><li>- UK driving licence</li></ul>
<b>Desirable requirements</b>	<ul style="list-style-type: none"><li>- Has a history of involvement in the female game</li><li>- Introduction to First Aid in Football (previously FA Emergency Aid)</li><li>- UEFA C Diploma</li></ul>

If you wish to apply for the role and can demonstrate that you have the necessary skills and experience, please send your CV and covering letter to our Head of Women's Football Malcolm Cowell [women@herefordfc.co.uk](mailto:women@herefordfc.co.uk) . This post is subject to an enhanced DBS check, validation of references & completion of a probationary period.