



RECRUITMENT PACK

SESSIONAL CONTRACTOR / COMMUNITY COACH

JOIN OUR TEAM....SESSIONAL CONTRACTOR / COMMUNITY COACH

Our vision at The Pars Foundation is that we provide the vital support needed to improve life chances across our communities.

Would you like to join us and be part of the team that delivers that vision? Are you passionate about empowering people to improve their lives?

The Pars Foundation wishes to recruit new Sessional Contractors on a self employed basis to support the delivery of our Community Football Programme. This is a great opportunity for energetic, enthusiastic and committed coaches who have a passion for working with young people to come on board and make a real difference with the opportunity to be part of a progressive career pathway.

All successful candidates will support the delivery of our Community Football Programmes as well as be the face of our programme on a daily / weekly basis. Sessions will vary and your delivery will be working with people from 18months +

Job Title: Sessional Contractor / Community Coach

Reports To: Football Development Officers & Football Development Manager

Location: Various locations across Dunfermline & West Fife.

Contract: Self-employed contractor

Hours: Between 2-20hrs per week dependent on availability and programme structure.

Salary: £13-£15per hour dependent on qualifications & experience

Job Purpose: Our Sessional Contractors / Community Coaches will be responsible for effective delivery of all our Community Football Programmes working as part of a staff team or independently, all successful candidates will deliver across our programme working with male and female players and across a range of ages from 18months and up. All successful candidates will help play a powerful and influential role in many people's lives, by promoting the Foundation and its values and promoting the benefits that football brings to our community.

Benefits:

As part of your involvement with The Pars Foundation the following benefits are available to staff:

- DAFC apparel
- Invitations to DAFC club events
- DAFC Match Tickets
- CCD / CPD support / workshops quarterly.
- Assistance with Scottish FA Coach Education
- Be key part of a dedicated staff team in a progressive staffing structure

Are you eligible:

To be eligible for shortlisting a candidate must meet the essential criteria (listed below)

How To Apply:

If you meet the essential criteria (as a minimum) and are interested in applying, please send your CV and an expression of interest to Paul Greig, Football Development Manager by email Paul@parsfoundation.co.uk marked "Private and Confidential – Sessional Contractor / Community Coach" as the email subject.

Closing Date for applications: N/A

Interview for our sessional contractors are informal and conducted by our Football Development Management Team. Those successful will be asked to an in-person meeting, this could be followed by the delivery of an on-pitch session.

Please note that the job will be subject to satisfactory references and PVG checks

As we are a diverse organisation that respects differences in race, disability, gender identity, sexual orientation, faith, background or personal circumstance, we welcome all applications.

JOB DESCRIPTION

Post Details	
Job Title:	Sessional Contractor / Community Coach
Reports To:	Football Development Officer / Football Development Manager
Location:	Various locations across Dunfermline and West Fife
Hours:	Between 2-20hrs weekly.
Salary:	£13-£15per hour dependent on qualifications & experience.

Role & Responsibilities

- Plan, deliver and evaluate progressive age-appropriate community football training sessions.
- Support the delivery of large group activities.
- Work well as part of a team of coaching staff but can also work independently
- Devise session plans in accordance with the DAFC / Pars Foundation curriculum guidelines
- Engage with external stakeholders & partners to further enhance the provision of The Pars Foundation.
- Liaise with & provide progress reports to TPF management staff on a monthly basis.
- Be a role model and ambassador of The Pars Foundation work connecting and building positive relationships with families, customers and all stakeholders.

Education & Qualifications	Essential	Desirable
Scottish FA Introduction to Coaching	✓	
UEFA Grassroots Leader Award		✓
Further / Higher Education in a Sports Coaching related discipline		✓
Current First Aid Certificate (or willingness to update)	✓	
Current Safeguarding Certificate (or willingness to update)	✓	
Mental Health First Aid Certificate		✓

Knowledge and Experience	Essential	Desirable
Experience working as part of a Community Football programme at a grassroots club or professional club foundation.	✓	✓
Experience providing excellent customer service	✓	
Knowledge of the positive impact football can have on our community and individuals	✓	

Equalities	Essential	Desirable
Ability to work in a non-discriminatory manner, in accordance with the Pars Foundation's Equality and Diversity policy	✓	
Ability to lead on ensuring equality, diversity and inclusivity are embedded into all football programmes	✓	
Demonstrates a working understanding of inclusion, equality and anti-discrimination, safe guarding and best practice	✓	

Skills and Competences	Essential	Desirable
Ability to educate and inspire people to make positive choices to improve their lives and the ability to inspire, motivate and encourage people	✓	
Ability to communicate with all potential contacts (staff, managers, public of all ages) whilst presenting a professional image	✓	
Ability to deliver effective and safe activities that consider the client needs	✓	
Ability to engage with people from all backgrounds	✓	
Must be willing to wear a uniform appropriate to their duties	✓	
An ability to build relationships and work collaboratively with a range of partners	✓	

Other Qualities and Behaviours	Essential	Desirable
Professional and approachable	✓	
Work as part of a team, whilst also able to work unsupervised and on own initiative	✓	
Be self-driven and motivated with the desire to make a real difference to people's lives and within the local community	✓	
A dynamic, hardworking enthusiastic individual	✓	
Excellent communication skills and proactive decision maker	✓	
Take responsibility for ensuring a high quality of work	✓	
Demonstrates enthusiasm and is personally committed to achieving agreed objectives	✓	
Is receptive of feedback about own behaviour, strengths and areas for improvement	✓	
Displays a high level of confidentiality	✓	
Meticulous attention to detail and flexibility and willingness to learn	✓	
Passion for football and physical activity	✓	
Creative thinking with regards to new programmes and activities	✓	

Management Information

Document Name	Recruitment Pack – Sessional Contractor / Community Coach.
Effective Date	28/02/25
Next Review Date	28/02/27