



**Job Title:**                                 **Manager**

**Report to:**                                 **Chairman**  
  **Board of Directors**

**Hours of work:**                         **20 hours weekly, Tuesday and Thursday evenings and match days, but hours as required to suit the nature of the role and the business**

### **Background**

Ilkeston Town Football Club is looking to appoint an experienced and motivated Manager to manage the Club's first team in the Midland Premier League. The successful candidate should share the Club's vision of continued success and be able to demonstrate excellence in a managerial capacity and in all off the field aspects of the business as commensurate with the role. Ilkeston Town Football Club have achieved great success and who are seeking to succeed throughout the non league pyramid.

### **Main Tasks:**

1. To be directly responsible to the Chairman for all matters appertaining to the management, control and direction of the first team football programme.
2. Ensure full compliance with all rules and regulations set by the Football Association, Midland Football League and all other governing bodies.
3. To produce and deliver a structured coaching syllabus in conjunction with the Club's philosophy.
4. To liaise closely with the designated coaching staff in order to deliver a programme in keeping with the Club's current performance model.
5. To utilise man-management skills to effectively ensure that all players receive regular feedback on their development and progress from matches and training.
6. To assist in the development of a vibrant Academy and Junior programme and liaise with the respective staff on key developmental issues.
7. To manage the First Team during all matches and, via regular Board meetings, report back via written presentation to the Chairman and Board of Directors on individual and team progress.
8. To attend, as and when appropriate, meetings regarding key issues within the Club.
9. To always adhere to Club policies and procedures regarding welfare of minors, ensuring compliance at all times when dealing with players under the age of 18 years old.
10. To understand social media responsibility that is commensurate with the role, and to upkeep the good name of Ilkeston Town FC through various channels; media, social and corporate events.

11. To continue a strong fundamental relationship with Notts County FC and key football staff, ensuring cohesion between the two footballing programmes.
12. Wherever possible, to underpin and support all areas of the business in keeping with the Chairman's vision of expansion and long-term success of the Club.
13. To comply with terms of reference applicable to all staff as detailed in the Ilkeston Town FC Employee Handbook.
14. In addition to these duties, the job holder is required to carry out such other duties as may be reasonably required.

### **Technical Specification**

**Desired Qualifications:**   **UEFA 'A' Licence**  
                                      **FA Youth Licence (as appropriate)**  
                                      **I.T. Literate**

This is a part time and permanent role and is based at Ilkeston Town Football Club. The post holder will be required to perform their duties and/or additional work or attend training outside of normal office hours and/or in different locations.

### **HOW TO APPLY**

If you wish to apply for this role please submit a CV and covering letter to Anthony Redwood, Chief Operating Officer at [Anthony.redwood@ilkestantownfc.co.uk](mailto:Anthony.redwood@ilkestantownfc.co.uk). before the closing date.

### **CLOSING DATE**

- The deadline for all applications will be close of business (5pm) on Friday 31 August 2018
- Any applications received after this date will not be considered for the role.
- Applications must be supported by a letter detailing why the applicant believes they are a suitable candidate for the post and be accompanied with an up to date CV.

The appointment of the successful candidate will be subject to two professional/personal references to the satisfaction of Ilkeston Town Football Club.

Ilkeston Town Football Club is an equal opportunity employer. Ilkeston Town Football Club is committed to ensuring equal opportunities, fairness of treatment, dignity, work life balance and the elimination of all forms of discrimination in the workplace for all staff and job applicants. The employer aims to create a working environment in which all individuals are able to make best use of their skills, free from discrimination or harassments and in which all decisions are based on merit.

It is Ilkeston Town Football Club's policy to treat all workers and job applicants equally and fairly irrespective of their sex, marital status, civil partnership status, trans-gender status, sexual orientation, race, colour, nationality, ethnic origin, national origin, culture, religion, age or disability.