



Aberdeen Football Club Job Description

Employee Name:	
Job Title:	Volunteer Lead Scout (Development age group U16/U17)
Line Manager:	Head of Academy Recruitment
Line Manager for:	N/A
Date Started:	
Overall Purpose of Job:	
To attend matches within the designated geographical area and identify young players who have the quality to play for Aberdeen Football Club's Youth Academy U16s, leading to the U18s.	
Main Responsibilities/Description of Duties:	
<ul style="list-style-type: none">• To work as an integral member of the Scouting Network in identifying players for the Club's U18s.• To be responsible for identifying and reporting on the most talented young players in their designated geographical area, Saturday Boys Club matches and Monday evenings Highland League Development.• To be the point of contact between the Youth Academy and players' parents/guardians and their respective clubs when young players have been in for a period of training and assessment.• To give feedback to players and parents/guardians at the end of a period of training and assessment.• To develop a network of contacts in youth football within the designated geographic area in order to maximise coverage of that area and ensure the Club has a working knowledge of all talented young players at Secondary Schools, junior level and older level Juvenile clubs.• To attend (Teams or at Cormack Park) a six-weekly scouting meeting with the Head of Youth Scouting and to prepare in advance of those meetings updates of all scouting activity and targeted players.• To project a professional image, maintain an ambassadorial role for the Club and Youth Academy at all times, and adhering to the Club policies and protocols, specifically in relation to the recruitment of young players and to ensure that the 'best-in-class' reputation of the AFC Youth Academy remains intact.• To maintain a working knowledge of all players who have either previously been signed/registered with the Youth Academy but have since been released or have had unsuccessful periods of training and assessment, in order to identify any potential 'late developers'.• To work with the other Area scouts in order to monitor late Developers.• To maintain accurate and detailed records of all matches attended and players scouted on the sport office database.• To attend Child Protection training as required by the Club and adhere to all guidelines contained within the Club's Child & Protected Adult & Coach Protection Policy.• To cover matches as directed by and agreed with the Head of Youth Scouting, minimally covering 2 matches per week.	

<ul style="list-style-type: none"> • To attend Youth Academy training and team matches periodically and as directed by the Head of Youth Scouting (minimum of 8 per season) to maintain a knowledge of the minimum standards of players required to improve the u18s Youth Academy playing squad. • To be in regular contact with the Head of Academy Recruitment in relation to attending football fixtures. • To organise a minimum of two player detection days (trial matches) on a seasonal basis, designed to involve significant numbers of young player invitees and to ensure all clubs and schools within their local area aware of and submit recommendations for them. • To ensure the necessary forms have been completed and information collated on all potential player recruits in order that they can be registered correctly and timeously. • To ensure that all players recommended for a period of trial and assessment have completed both an AFC Player Information Form and AFC Parental Consent form prior to the commencement of any training period. • To attend all AFC and Youth Academy in-service days as required (conducted at convenient times either in evenings or at weekends). • To action any request by the Head of Academy Recruitment in relation to the scouting role. 	
Experience/Qualifications/Training	
Essential: <ul style="list-style-type: none"> • Knowledge of local Highland League and Junior football clubs, Development teams. • Experience of working within the football industry, in particular within Youth age levels. • Valid driving licence. • Computer skills (in particular Word/ Excel/ Access). • High levels of communication skills, both orally and written. • Personable and enthusiastic with a strong work ethic. • Good team player who can work on own initiative. • Willingness to work weekends and in the evening. • Desire to be ambassador for AFC in public role. • Sensitive to the needs of young players, parents/guardians and parent clubs. • High levels of diplomacy and skills of persuasion. • PVG check undertaken 	Desirable: <ul style="list-style-type: none"> • Talent ID SFA Courses • Previous Scouting experience. • Previous coaching experience of Youth football. • Scottish FA coaching awards up to Level 4 (Children's or Youth pathways).
Signed by Employee:	Signed by Line Manager:
Date:	Date: