



Aberdeen Football Club Job Description

Employee Name:	
Job Title/ Ref:	Girls Youth Academy Scout
Line Manager:	Girls Programme Manager
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 Clubs Girls Youth Academy at U13, U15 and U17s age groups.	
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• To be responsible for identifying and reporting on the most talented young players in their designated geographical area. This can be SWF Girls Youth Leagues and AFCCT Girls League Programme events on Saturday and Sunday mornings.• To be the point of contact between Girls 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 Girls Youth and Women's Football within the designated geographical area in order to maximise coverage and ensure the club has a working knowledge of all talented young players• To attend scouting meetings and 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 Girls Youth Academy at all times, and adhering to the club's policies and protocols, specifically in relation to the recruitment of young players.• To maintain a working knowledge of all players who have previously trialled with the Girls Youth Academy in order to identify any potential 'late developers'.• To work with other area scouts.• To maintain accurate and detailed records of all matches attended and players scouted on the Sports Office database• To attend Child Protection training as required by the club and adhere to all guidelines contained within the clubs Child & Protected Adult & Coach Protection Policy.• To cover matches as directed by and agreed with the Girls Programme manager, minimally covering 1 match per week.• To attend Girls Youth Academy training and matches periodically and as directed by the Girls Programme Manager to maintain a knowledge of the minimum standards of players required to improve the playing squads (U13-U17s).• To be in regular contact with the Girls Programme Manager in relation to attending football fixtures.• To assist with player detection days (trial matches) on a seasonal basis, designed to involve a significant number of young player invitees and to ensure all clubs and schools within their local area are 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 AFC and Youth Academy in-service days as required (conducted at convenient times either in evenings or weekends).
- To action any request by the Girls Programme Manager in relation to the scouting role.

Please note that this job description is not designed to cover a comprehensive list of activities, duties or responsibilities that are required of the employee for this role. The duties and responsibilities may change within reason at any time with or without notice to suit the needs of the Club

Experience/Qualifications/Training

Essential:

- Knowledge of local Girls and Women's clubs.
- Experience of working within the football industry, in particular within youth girl's football.
- Valid driving licence.
- Computer skills (in particular Word/Excel/Access).
- High levels of communication skills, both orally and written.
- Peronsable 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:

- Talent ID SFA Courses.
- Previous scouting experience.
- Previous coaching experience within Girls and Women's Football.
- Scottish FA Coaching Qualifications.

Signed by Employee:

Signed by Line Manager:

Date:

Date: