

HEAD OF PERFORMANCE

JOB INFORMATION PACK



INTRODUCTION & HOW TO APPLY



About the job:

Thank you for expressing an interest in our vacancy for a Head of Performance at Bradford City AFC.

This is a full-time, permanent post.

Working collaboratively with the Head Physio, and reporting directly into the First Team Manager and Head of Football Operations, the successful applicant will have a demonstrable background in sports science and strength and conditioning.

Currently working or having worked previously in an elite sport environment, they will lead in the strategic and operational management of the club's fitness and conditioning department and, on appointment, be able to hit the ground running.

About the club:

Bradford City AFC is a professional football club currently competing in the fourth tier of the English football league system.

Next steps and how to apply:

To apply please forward an up-to date copy of your CV, with a few supporting paragraphs that demonstrate your suitability for the role, to careers@bradfordcityafc.com

Anticipated timeline:

We seek to appoint at the earliest opportunity.

Interviews will be arranged with suitable applicants as applications are received.

We reserve the right to close the vacancy at any time and without further notification should a suitable number of applications be received.

About this pack:

The aim of this pack is to give you relevant information about the vacancy and on the following pages you will find a job description, a person specification, and a summary of how we recruit.

Should you have a question or comment about our recruitment process please contact our human resource partner, Andrew Crawford at andy@crawfordhr.com.

We look forward to hearing from you.

Kind regards,

Ryan Sparks
Chief Executive Officer

JOB DESCRIPTION



Job Title: Head of Performance
Employed by: Bradford City AFC
Location: Woodhouse Grove, Apperley Bridge, West Yorkshire, BD10 0NR

Responsible to: Graham Alexander, First Team Manager (Line Manager)
David Sharpe, Head of Football Operations

Purpose of role: To lead in the operational and strategic delivery of a sports science and conditioning programme to the playing squad, maximising team and individual athlete fitness and physical condition

To provide detailed and accurate pre, post and live match day performance analysis to the First Team Manager and Coaching Staff.

Key relationships: Head of Football Operations
(Internal) First Team Manager
Head Physio
Coaching and performance staff

Main Responsibilities:

- Provide the First Team Manager, Coaching and support staff, and playing squad with a relevant, fit for purpose service that aims to maximise performance.
- Be responsible for providing and presenting relevant feedback, individual recommendations and accurate physical data to the First Team Manager and Coaching Staff for each player, embracing the technological equipment available within the department.
- Liaise closely with the Head Physio regarding injury risk reduction, the management of injuries, rehabilitation programmes, and return to play pathways.
- Liaise with the training ground catering team to ensure that meal plans for the team and, as necessary, for individual players are implemented and monitored accordingly.
- Ensure the performance department carries out all scheduled and ad-hoc testing for players.
- Design, implement, and lead on strength and conditioning programmes which evolve and react to the individual athlete, offering sport science support as appropriate.
- Coordinate and deliver bespoke fitness sessions for players outside of the matchday squad.
- Prepare, deliver, and lead grass-based warm ups and other squad activation activities for training sessions and match days, ensuring that players are correctly prepared.
- Present matchday analysis workflows to aid and improve performance in pre, half-time and post-match meetings.

Other Requirements and Responsibilities:

- Attend all club fixtures, home and away, to support the performance analysis provision.
- Meet with the Head of Football Operations, First Team Manager, or CEO, as required.
- Develop a good understanding of the culture and values of the club.
- Always act in the best interests of the club.
- Any other requests identified by the Line Manager that support the needs of the club and which are within the postholders level of capability and relatable to the post.

Summary of Terms and Conditions:

Contract type:	Full-time, Permanent.
Working hours:	40 per week.
Working pattern:	A flexible working pattern in agreement with the Line Manager. This includes all matchdays which necessitates frequent evening and weekend working.
Rate of pay:	£40000 per annum.
Annual leave:	28-days inclusive of public holidays.
Pension:	There is a contributory pension scheme to which eligible staff will be auto enrolled. Employees who do not meet the auto enrolment criteria are eligible to join the Scheme, subject to certain provisions.
Probationary period	Appointment will be conditional on the satisfactory completion of a 6- month probationary period. We reserve the right to extend this up to 12-months.
DBS Disclosure:	Appointment will be conditional subject to a satisfactory enhanced disclosure from the Disclosure & Barring Service (DBS).
Right to work:	Appointment will be conditional on demonstrating the right to live and work within the United Kingdom.
Training:	We are an employer who will support you to develop and improve your professional practice. During employment with us we will consider relevant requests for continuing professional development (CPD).

PERSON SPECIFICATION



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	Essential	Desirable	Method
Education, Training & Qualifications			
Educated to degree level in a discipline relevant or equivalent to Sport Science, S&C, Sport Performance	Yes		CV, I
Current accreditation with either the UK Strength and Conditioning Association (UKSCA) or the British Association of Sport and Exercise Sciences (BASES)	Yes		CV, I
ISAK Level 1 accreditation		Yes	CV, I
Relevant First Aid qualification		Yes	CV, I
Relevant FA training/awareness courses		Yes	CV, I
Experience and Skills			
Excellent working knowledge and demonstrable experience of working within an elite sport or high-performance environment	Yes		CV, I
Experienced in leading an elite sport science programme	Yes		CV, I
Experienced in designing and implementing S&C programmes that are able to react to and evolve with the individual athlete	Yes		CV, I
Experienced in staff management and development	Yes		CV, I
Experienced in liaising as appropriate and as necessary with external governing bodies and statutory agencies	Yes		CV, I
Demonstrable track record of working to a budget	Yes		CV, I
Good all-round IT and computer software skills	Yes		CV, I
Qualities and Aptitudes			
Able to analyse, explain and present information and data in an effective, clear, and concise manner using a range of technology	Yes		CV, I
Able to communicate professionally, engage positively and develop trusted working relationships with a diverse range of stakeholders, both internal and external to club	Yes		CV, I
Able to work collaboratively with a number of professionals, supervising multiple time sensitive projects, often with competing priorities, ensuring that resources are allocated according to need	Yes		CV, I
Able to evidence good leadership and decision-making skills	Yes		I
Any Other Requirements			
Able to work flexibly, accepting that working days and hours will be reactive to the needs of an elite performance programme	Yes		CL, I
Proven awareness of and sensitivity to equality, diversity, and inclusion within the workplace	Yes		CV, I
An understanding of the importance of data protection and the General Data Protection Regulation (GDPR) and a commitment to promote, embrace and adhere to relevant policies around these	Yes		CV, I

A: Application form **CV:** Curriculum Vitae **CL:** Covering Letter **I:** Interview **P:** Presentation

RECRUITMENT GUIDELINES



Disability:

Please make us aware if you require adjustments making at any stage of the recruitment process or provide us with any information that you feel relevant whilst we consider your application.

If you are selected for interview, we will ask if you have any access needs or if you need any adjustments to be made for the interview. Be assured that we are supportive in discussing reasonable adjustments at all stages of the recruitment process.

Experience, knowledge, skills, and abilities:

The person specification lists minimum requirements for this post. When shortlisting we will only consider information contained on your CV and covering letter and assess this against the person specification.

Entitlement to work in the UK:

Any job offer will be conditional subject to confirmation that you are permitted to live and work in the UK in accordance with the provisions of the Asylum and Immigration Act 1996. You will be asked to provide evidence of your entitlement to work in the UK should you be shortlisted for interview.

References:

Any job offer will be conditional subject to the receipt of satisfactory references. One should be from your current or most recent employer, the second from a previous and relevant work experience. It is critically important that both referees are able to comment on your suitability to the role.

Criminal convictions:

Anyone who applies to work with us will be asked to disclose details of unspent convictions during the recruitment process. Having a criminal record does not necessarily bar you from working for us however this will depend on the type of job that you have applied for and the nature of the conviction.

Safeguarding

We recognise our duty of care to safeguard all children, young people and young players, vulnerable adults/groups involved in activities organised by ourselves from harm and require all employees to share this commitment and promote the welfare of these groups at all times.

Equality, Diversity, and Inclusion:

We actively promote inclusion, confront, and eliminate discrimination, and encourage equal opportunities. Our aim is to have a workforce that reflects the diversity of talent, abilities, and skills drawn from across our community.

In line with the Equality Act 2010, we will monitor the composition of our workforce to ensure it is representative and that staff are treated equally and fairly. Recruitment will be made solely on the basis of the applicant's abilities and individual merit as measured against the criteria for the job.

Data Protection:

The information provided on the application form will be held in the strictest confidence. We process this information in line with our privacy policy. If you are successful in your application the information will be used to administer your employment with us. By applying, we assume that you agree to the processing of your data in accordance with our privacy policy.

Other Policies:

We have a range of policies and processes in place to protect you, to protect us and to safeguard those who use our services and who visit us. Should you accept any offer of employment made by us you commit to work within and actively promote these policies at all times.



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BRADFORD CITY FOOTBALL CLUB
UNIVERSITY OF BRADFORD STADIUM, VALLEY PARADE, BRADFORD, BD8 7DY