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| **Employee Name:** |  |
| **Job Title:** | Regional Scout |
| **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 Bristol Rovers Football Club's Academy squads. |
| **Main Responsibilities/Description of Duties:**  |
| * 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.
* To be the point of contact between the 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 and specified age range in order to maximise coverage of that area and ensure the Club has a working knowledge of all talented young players.
* To attend a monthly scouting meeting with the Head of Academy Recruitment 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 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 reputation of the BRFC Academy remains intact.
* To maintain a working knowledge of all players who have either previously been signed/registered with the Academy but have since been released or have had unsuccessful periods of training and assessment, in order to identify any potential 'late developers'.
* To maintain and submit accurate and detailed records of all matches attended and players scouted
* To attend Child Protection training as required by the Club and adhere to all guidelines contained within the Club's Child Protection Policy.
* To cover matches as directed by and agreed with the Head of Academy Recruitment.
* To attend Academy training and team matches periodically and as directed by the Head of Academy Recruitment (minimum of 8 per season) to maintain a knowledge of the minimum standards of players required to improve the Academy playing squads.
* To organise a minimum of two player ID days 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 attend all BRFC Academy in-service days as required (conducted at convenient times either in evenings or at weekends).
* To abide by all club policies including (but not exclusive to) Safeguarding, Equality and Health & Safety
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| **Experience/Qualifications/Training** |
| **Essential:*** Knowledge of local junior football clubs.
* 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 BRFC in public role.
* Sensitive to the needs of young players, parents/guardians and parent clubs.
* High levels of diplomacy and skills of persuasion.
* CRB check undertaken
 | **Desirable:*** Previous Scouting experience.
* Previous coaching experience of Youth football.
* FA Coaching awards.
* Knowledge of the PMA system.
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| **Signed by Employee:** | **Signed by Line Manager:** |
| **Date:**  | **Date:**  |