



## **COMPANY STRUCTURE AND JOB ROLLS**

### **Academy Managing Director and Academy Manager Academic Development**

Staff Member; Gareth Prendergast

E: [gareth.rscacademy@gmail.com](mailto:gareth.rscacademy@gmail.com)

M: 07707 345592

M5 PGCE Qualified Teacher, plus Tech Points. A License Coach

DBS Number: 001429538016

Job Role;

- Day to day management of the business and all its facets, including departments, staff, customers, partners and students
- Direction of centre philosophy
- Decisions on teams and players
- Management and maintenance of facilities
- Liaise with the head of education, player and coach development and head coach
- Development of staff and monitoring CPD hours for all staff
- Development and maintenance of business procedures and protocols
- Management and decisions on players in conjunction with head of departments
- Progress reports to overall management of the business and football clubs the business is linked to
- Overview and management of the academy budget
- Overview of development of players to play first team football at the clubs we are linked to
- Development of future business links as well as the management of current business links
- Overview of staff appraisals
- Setting learning and development objectives for the academy staff and coaching sessions
- Development of coaching curriculum for all age groups
- Ensuring compliance with governing body regulations

### **Academy Manager in Charge of Player and Coach Development**

Staff Member; Ian Worthington

E: [ian.rscacademy@gmail.com](mailto:ian.rscacademy@gmail.com)

M5 PGCE Qualified Teacher

DBS Number: 001438147231

Job Role;

- Identification of good practice, practices and practice development for other coaches to follow and implement
- Identification of fixtures
- Identification of CPD opportunities for all staff in conjunction with the general manager
- Monitoring of ILP's from a football specific standpoint
- Targeting of results for all teams in conjunction with the general manager
- Targeting development opportunities for staff, teams and players in conjunction with the general manager
- Liaise with coaches on all matters player related
- Development of the centre philosophy in conjunction with the general manager and other coaches
- Identification of club and player links as well as monitoring and development of existing links
- Recruitment of new talent
- Co-ordination of the development centre
- Goal setting for players and staff
- Monitoring player discipline
- Ensuring coaching best practice in line with the governing body

#### **ADMINISTRATION BUSINESS MANAGER**

Staff Member; Stephanie Haigh

E: [shaigh.rscacademy@gmail.com](mailto:shaigh.rscacademy@gmail.com)

Job Role;

Warrington and Derby University

- Development of the relationship between RSC and their partner organisation from a HR and business standpoint
- Co-ordination of student and parent interface for college and university matters
- Transfer of documents between RSC and partner organisations
- Introduction and maintenance of standards from partner organisations into RSC procedures
- Collation of policies and procedures for both partners, as well as completion of any ongoing DD paperwork

Leagues

- Management of player and league registrations and league related paperwork
- Point of contact for all leagues and liaison between the league and the team managers
- Management of fines and collecting fines from players

Welfare

- Co-ordination of welfare issues within the centre and guidance/liaison with FA trained welfare offices within the organisation
- Point of contact for students regarding welfare
- Collation of registration data and transfer to partner organisations
- Monitoring of attendance and feedback of trends/patters to teaching/coaching staff, players and parents

#### Education

- Assistance with review process for teaching staff and coaching staff including interviews, collating documents, input on to IT systems and distribution to players and parents
- Collect in assignments from students, distribute to the relevant teaching staff, co-ordinate hand in schedule and distribute feedback to players, as well as publish results

#### **Head of Education**

Staff Member; Gareth Prendergast

Job Role;

- Monitoring of current students across the range of qualifications and year groups
- Collation and monitoring data; base line, current attainment and projected levels
- Submission of data to the appropriate staff within the partner organisations
- Development and refinement of the current Btec programme alongside the provision of excellence within a practical environment
- Development and co-ordination of future educational ventures
- Development and resourcing of additional educational programmes such as FA qualifications or other industry standard qualifications
- Development of educational resources for the practical football programme
- Co-ordination of SEN provision
- Monitoring of staff materials/delivery to students
- Management of educational staff
- First contact point for partner staff on all matters of education – attainment, attendance or support
- Marking and verifying of work
- Ensuring EDEXEL regulations are followed by academy staff
- Identification of possible problem students as well as co-ordinating intervention strategies to ensure success
- Implementation of ILP and profiling for all players across all age groups

#### **BTEC Tutor**

Staff Member; Ian Worthington

Job Role;

- Monitoring of current students across the range of qualifications and year groups
- Collation and monitoring data; base line, current attainment and projected levels
- Submission of data to the appropriate staff within the partner organisations
- Development and refinement of the current Btec academic programme
- Development and resourcing of additional educational programmes such as FA qualifications or other industry standard qualifications
- Co-ordination of SEN provision
- Monitoring of delivery to students
- Marking and verifying of work
- Ensuring EDEXEL regulations are followed by academy staff
- Identification of possible problem students as well as co-ordinating intervention strategies to ensure success
- Implementation of ILP and profiling for all players across all age groups

### **Head Coach**

Staff Member; Bret Issitt

E: [brett.issitt@rochdaleafcdevelopmentcentres.co.uk](mailto:brett.issitt@rochdaleafcdevelopmentcentres.co.uk)

UEFA "A" Coach

DBS Number: 001467941494

Job Role;

- Management, maintenance and identification of equipment needs for the development of the centre and the development of the players
- Input for profiles and ILP's for all players
- Input into team development plans for all squads
- Overview of all practical coaching sessions
- Input for squad selection across the age groups
- Input into the overall club philosophy
- Input into formations and tactical approaches for games
- Assistant manager for the reserves and management of the 18's
- Co-ordination of travel and equipment on a day to day basis as well as match days
- Day to day monitoring and assessment of the players
- Development of variety of practices for the players
- Liaison with the medical staff over the assessment, treatment, rehabilitation and reintegration of the players

### **Staff Coach**

Staff Member; Jack Benson

E: [jackb.rscacademy@gmail.com](mailto:jackb.rscacademy@gmail.com)

FA Level 2 qualified coach & PTTLs Fitness Coach

DBS Number: 001479124012

Job Role;

- Development of physical practices in conjunction with the medical and physical conditioning team
- Management of testing protocols in conjunction with the medical and physical conditioning team
- Implementation of identified best practice in conjunction with the general manager and player development manager
- Management of the 17's in conjunction with the general manager and player development manager
- Completion of development paperwork for the 17's
- Maintenance of the registers for all age groups
- Co-ordination and development of warm ups for all age groups
- Overview and understanding of the development centre 16's
- Help uphold standards of all players across the 2 sites in relation to the player's code of conduct

### **Staff Coach**

Staff Member; Michael Allcock

E: [mike.rscacademy@gmail.com](mailto:mike.rscacademy@gmail.com)

FA Level 2 qualified coach & PTTLs Fitness Coach

DBS Number: 001492942319

Job Role;

- Development of physical practices in conjunction with the medical and physical conditioning team
- Management of testing protocols in conjunction with the medical and physical conditioning team
- Implementation of identified best practice in conjunction with the general manager and player development manager
- Management of the 17's in conjunction with the general manager and player development manager
- Completion of development paperwork for the 17's
- Maintenance of the registers for all age groups
- Co-ordination and development of warm ups for all age groups
- Overview and understanding of the development centre 16's
- Help uphold standards of all players across the 2 sites in relation to the player's code of conduct

### **Assistant Coach**

Staff Member(s); Lee Wilshaw, Jack Pritchard

E: [lee.rscacademy@gmail.com](mailto:lee.rscacademy@gmail.com), [jackp.rscacademy@gmail.com](mailto:jackp.rscacademy@gmail.com),

FA Level 2

Lee Wilshaw DBS Number: 001436009833

Jack Pritchard DBS Number: 001459958533

Job Role;

- Delivery and development of warm ups for all age groups in both training and on game days
- Input into session/practice development for the age group you work with
- Input into player selection and tactics on match days
- Assist with the co-ordination of kit and equipment
- Co-ordination of players on a day-to-day basis
- Help to uphold standards
- Delivery and assistant for age group coaches during all sessions
- Delivery to 15's
- Delivery of fitness testing protocol

### **Physiotherapist**

Staff Member(s); StefanieTodd

E: [Stefanie.rscacademy@gmail.com](mailto:Stefanie.rscacademy@gmail.com)

Degree qualified Physiotherapist & Sports Performance coach

DBS Number: 001491287224

Job Role;

- Identification, treatment and monitoring of injuries
- Pitch side first aid for players on match days – including opposition players if they do not have a physiotherapist present
- Management of medical equipment and medical areas
- Reporting lines to the general manager and player development manager for all management as well as other coaching staff with regards to players
- Input into practical warm ups
- Delivery of match day cool downs
- Input into physical testing protocol and best training/match day practice
- Management of injury programmes either rehab/pre-hab
- Help uphold standards and protocols, especially in treatment areas
- Input into return to play protocol
- Development of rehab and pre-hab material
- Maintenance of injury and treatment records – all interactions must be recorded
- Input into physical elements of the ILP's and profiles for players
- Identification of physical player needs

### **Physiotherapist**

Staff Member(s);

Degree qualified Physiotherapist

Job Role;

- Identification, treatment and monitoring of injuries

- Pitch side first aid for players on match days – including opposition players if they do not have a physiotherapist present
- Management of medical equipment and medical areas
- Reporting lines to the general manager and player development manager for all management as well as other coaching staff with regards to players
- Input into practical warm ups
- Delivery of match day cool downs
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- Management of injury programmes either rehab/pre-hab
- Help uphold standards and protocols, especially in treatment areas
- Input into return to play protocol
- Development of rehab and pre-hab material
- Maintenance of injury and treatment records – all interactions must be recorded
- Input into physical elements of the ILP's and profiles for players
- Identification of physical player needs

### **Sports Rehabilitation and Performance Specialist**

Staff Member(s);

Degree Qualified Sports Rehab

Job Role;

- Treatment and monitoring of injuries
- Pitch side first aid for players on match days – including opposition players if they do not have a physiotherapist present
- Management of medical equipment and all medical areas
- Reporting lines to the general manager and player development manager for all management as well as other coaching staff with regards to players
- Input into practical warm ups
- Delivery of match day cool downs
- Co-ordination of physical testing protocol and best training/match day practice and production of data for all coaching staff
- Management of injury programmes either rehab/pre-hab
- Help uphold standards and protocols, especially in treatment areas
- Input into return to play protocol
- Development of rehab and pre-hab material
- Maintenance of injury and treatment records – all interactions must be recorded
- Input into physical elements of the ILP's and profiles for players
- Identification of physical player needs