



## Aberdeen Football Club Job Description

<b>Name:</b>	
<b>Job Title:</b>	Academy Recruitment Manager
<b>Line Manager:</b>	Academy Director
<b>Line Manager for:</b>	Academy Scouts
<b>Date Started:</b>	
<b>Overall Purpose of Job:</b>	
<p>By adopting the philosophy and values of Aberdeen Football Club, this position focuses on leading in all areas of recruitment across the Foundation Phase (Pre-Academy – U12s), Youth Phase (U13-U16s) and into the Development Phase (U17/18s). The role will also involve working closely with the Academy Director and Head of Recruitment (Professional) to help deliver the club's football strategy.</p>	
<b>Main Responsibilities/Description of Duties:</b>	
<ul style="list-style-type: none"> <li>Develop the Player Recruitment Strategy for the Youth Academy within the framework of the AFC Football Philosophy and Strategy.</li> <li>Develop the AFC Youth Academy player recruitment structure and manage the deployment of the scouting team to ensure AFC is best resourced to identify youth player targets.</li> <li>Managing the player identification and recruitment process for the Youth Academy.</li> <li>Identification of recruitment priorities for the Youth Academy, developing a database of potential youth player recruitment targets within player profiling principles.</li> <li>Develop the youth player recruitment reporting process, applying objective and subjective scouting methods, and establish formal meeting structures.</li> <li>Maintain a knowledge of online tools and platforms to ensure AFC remains at the forefront of youth player recruitment innovation.</li> <li>Engage with established Club Partners Atlanta Utd, and any other future club partners, to enhance youth player recruitment opportunities and share best practice.</li> <li>Periodically attend matches of the Youth Academy to continue to understand the current level of football quality within each playing squad.</li> <li>Regularly attend matches in target youth football programmes within targeted catchment areas and beyond where necessary.</li> <li>Build a database of scouting reports and player target lists utilising contemporary technology and data that detail youth player assessments, provide recommendations on youth player recruitment, and identify target areas to be targeted for future recruitment efforts including N. Ireland.</li> <li>Lead and direct the youth scouting team, supporting the development of each individual ensuring they have training / tools to be effective on behalf of the club. Create detailed action plans and processes for the youth scouting team to follow.</li> <li>With the Head of Player Recruitment, establish and execute a Youth Scout Development Programme to ensure the continual development of Youth Academy scouts and their understanding of the expectations and requirements of the Club.</li> <li>Develop and maintain a network of contacts with clubs, academies, agents, and other football associations and to develop positive relationships with all potential youth player recruitment pathways.</li> <li>Co-ordinate with the Academy Director, relevant Academy phase managers and Football Operations team all youth player trialist activity and arrangements, including but not</li> </ul>	



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limited to sourcing trialists directly or through representatives, travel and accommodation, assessment, parent club liaison (if applicable), and feedback to trialists, agents and/or parent clubs.

- Support in executing the Club's player succession plan to provide a visible player pathway to homegrown talent, including supporting activities such as staff masterclasses, occasional visibility at Academy training, and positive contribution to discussion on Academy player progression.
- Adhere to the Player & Staff Code of Conduct and Scouting Code of Conduct in place and updated from time-to-time.
- At all times observe all AFC Safeguarding & Welfare policies, undertaking annual training as required.
- At all times, advocate and practice the Club's established culture of professionalism, maintaining standards and discipline, and promoting all aspects of the AFC Personality.
- Ensure that any CPD/learning which is agreed as a part of an individual staff development plan in line with Club objectives is undertaken on an annual basis.
- Commit to the standards within the AFC Child Wellbeing & Protection Policy.

### Person Specification: Experience/Qualifications/Training/Personal Qualities

#### Essential:

##### QUALIFICATIONS

- Scottish FA Talent ID 1.3 Award (or equivalent)

##### EXPERIENCE

- A proven track record in youth scouting and recruitment in a performance environment.
- A sound knowledge of juvenile football in the North-East of Scotland.
- A sound knowledge of the Club Academy Scotland programme.
- A proven track record in managing people and leading teams of staff to achieve objectives.
- A clear understanding of talent identification and development

##### SKILLS

- Excellent IT skills.
- Excellent interpersonal skills and relationship management with ability to inspire individuals.
- Able to communicate effectively (written and verbal) with players, staff, and senior management.

#### Desirable:

##### QUALIFICATIONS

- Further academic or professional qualifications in Talent identification and development.

##### EXPERIENCE

- Experience of working in a professional football multidisciplinary environment.
- Knowledge of The Sports Office Performance Management system.



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<ul style="list-style-type: none"><li>• Ability to work as part of a team and on own initiative.</li><li>• Flexible in approach to the football working week.</li><li>• Adaptable and innovative.</li><li>• Dedicated to self-improvement and personal development.</li></ul> <p><b>OTHER</b></p> <ul style="list-style-type: none"><li>• Eligibility for membership of the PVG Scheme.</li></ul>	
<b>Signed by Employee:</b>	<b>Signed by Line Manager:</b>
<b>Date:</b>	<b>Date:</b>