



## Exceptional | Edge | Energising

At Lincoln City Football Club, we believe that people make the difference and accordingly, we don't just look for the usual job requirements. As well as being experts in their technical areas, all of our team members demonstrate and work towards a clear set of traits which differentiate us from the norm.

As a Talent Identification Network Manager you will be required to demonstrate behaviours reflecting the following traits, which we have termed the 3Es: Exceptional, Edge and Energising.

### Exceptional

- **Forward thinking**
  - You will think ahead and prepare for future tasks and opportunities;
  - You will seek and provide new ideas and solutions to overcome challenges.

### Edge

- **Streetwise**
  - You will work smart and demonstrates the know-how to win;
  - You will develop key relationships and networks effectively.

### Energising

- **Finds a way**
  - You deliver results, within a team;
  - You develop and implement strategies to achieve positive outcomes.



<b>JOB TITLE:</b>	Talent Identification Network Manager
<b>DIRECTORATE:</b>	Academy
<b>REPORTS TO:</b>	Technical Director & Head of Academy
<b>RESPONSIBLE FOR:</b>	Player Networks
<b>LOCATION:</b>	Riseholme College, Showground Campus, Lincoln. LN1 2ZR
<b>HOURS:</b>	Hours: To suit the chosen candidate – this maybe full-time or part-time The candidate will be required to have a flexible approach to working hours
<b>MATCHDAY WORKING:</b>	HOME <input type="checkbox"/> AWAY <input type="checkbox"/> BOTH <input type="checkbox"/>
<b>DATE:</b>	Monday 14 October 2024
<b>DBS Check:</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

### Job Purpose

The Talent Identification Network Manager is responsible for creating as many different relationships, networks and partnerships which helps identify and provide opportunities for players to access the many different programmes that operate under the Lincoln City Academy umbrella. Within these programmes the process of talent identification then becomes paramount to ensure talented players can access the elite pathway at Lincoln City FC.

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### Key Responsibilities

- Build relationships with local grassroots clubs and organisations to help to identify players that can access academy programmes from developments centres to the main academy.
- Pro-active approach to identifying players from open events, festivals and tournaments to forging links with category 1/2 academies, and private organisations/academies.
- Manage a network of people and contacts who have access to talented young players within the local area (7-15) and nationally (16+).
- Develop partnerships that can help players access the various programmes under the Academy 'Umbrella'.
- Help create commercial relationships that help bring in revenue into the Academy whilst being linked to player identification.
- Member of and contribute to the Academy Management Team (AMT).

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### General responsibilities

- Carry out duties in accordance with all relevant company policies, including, but not limited to, the Health and Safety Policy, Code of Conduct Policy, Safeguarding Policy, Equality and Diversity Policy, Financial Regulation Policy and Social Media Policy;
- To safeguard and promote the welfare of all children, young people and adults at risk;
- To be vigilant and support all safety and security operations;
- Act always with utmost good faith to the Club, Foundation and the Company;
- Devote full attention and ability to fulfilment of the duties required by the role;
- Other duties as reasonably requested by a member of the senior management staff;



- To work closely with partnership organisations, to maintain good relationships and collaborative working practices;
- To work with colleagues throughout Lincoln City Football Club & Foundation to extend knowledge and skills in order to identify and develop best practice;
- Deal with enquiries and general day-to-day liaison with customers, colleagues and partners;
- Carry out general office duties including data recording, filing, photocopying, sending and receiving emails;
- Active participation on continuing professional development and the appraisal process;
- To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job;
- To maintain the quality of service provision, regularly evaluating work and seeking to make improvements;
- Present a professional image when dealing with both internal and external contacts and partners, acting in a professional manner always;
- To cover as and when required at other departments within Lincoln City Football Club & Foundation;
- To recognise commercial opportunities across all products within Lincoln City Football Club & Foundation;
- Promote the brand identity and increase Lincoln City fanbase throughout;
- To support the Lincoln City Football Club green energy saving strategy and meet all requirements including but not exclusive to recycling, waste reduction, energy efficiency; and
- Any other duties commensurate with the grade and falling within the scope of the post, as requested by the Chief Executive.

The above-mentioned duties and responsibilities should be regarded as neither exclusive nor exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities, commensurate with the grading of the post, without changing the general character of the post.

Lincoln City Football Club & Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and employees to share this commitment.

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## **Safeguarding**

This role involves working with children and/or adults at risk in Regulated Activity (or in close proximity to children and/or adults at risk). This means that the post-holder is required to apply all relevant policies and uphold the Club's commitment to safeguarding vulnerable people.

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## **Key Relationships**

- Academy & Women's Technical Director
- Head of Academy & Coaching
- Lead Phase Coaches
- Football Development Officer (Foundation/Community Programme)

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## **Scope of Job**

- To identify young players of potential to enter the 'The Player Pathway' of the Club
- To build an effective talent identification network across the region and beyond (where strategically relevant)



## Person specification

### Job Title: Talent Identification Manager

#### KNOWLEDGE

*The level and breadth of knowledge to do the job, eg. understanding of a defined system, method or procedure, legal or regulatory frameworks etc*

##### Essential

- Clear understanding of the local football ecosystem including clubs, leagues, schools and private organisations
- Clear understanding of internal and external scouting and recruitment protocols

##### Desirable

- Clear understanding of the Academy system and EPPP guidelines
- Proficiency on analytical software
- Understanding of maturation and adolescent development processes

#### TECHNICAL/WORK-BASED SKILLS

*Skills specific to the job, eg. computer competency, typing skills, coaching skills etc*

##### Essential

- Excellent IT skills including social media

##### Desirable

- FA Level 2 in Talent Identification and *working towards Level 3/Level 4*

#### GENERAL SKILLS AND ATTRIBUTES

*More general characteristics, eg. flexibility, communication skills, team working etc*

##### Essential

- High level of self-awareness
- Ability to communicate effectively across a cross-section of the community
- Interpersonal Dexterity
- High level of emotional intelligence
- Ability to prioritise workload effectively to ensure urgent & important tasks are completed in a timely manner

#### EXPERIENCE

*Proven record of experience in a particular field, profession or specialism*

##### Essential

- Network building and creating key contacts

##### Desirable

- Prior experience of talent identification