



Founded in 1866, Harlequin FC is a rugby club that is recognised around the world. The Club is a founding member of the RFU and boasts more presidents than any other club, as well as a healthy dose of international player's.

The Harlequin Academy forms part of the RFU's Regional Academy network with the primary responsibility of this position being to identify and develop the next generation of players for Harlequins FC and England, from within the geographical area of Surrey including London Boroughs of Lambeth, Wandsworth, Croydon, Kingston-Upon-Thames, Merton, Richmond-Upon-Thames (South of the River), Sutton and Sussex.

Job Title:	Academy Manager
Company:	Harlequin FC
Reporting to:	General Manager (Rugby)
Pay:	Dependent on experience
Location:	Guildford
Term:	Full time fixed term
Start Date:	1 st July 2019
End Date:	TBC

Key Attributes:

- Have a significant level of experience and achievement in the coaching, support and development of pathway athletes.
- Have a track record of effective leadership, mentoring and management in a similar or related environment.
- Proven ability to manage, develop and inspire staff and to lead collaboration with other internal groups.
- Be qualified to a minimum of RFU level 3 coaching award (preferably RFU level 4 or MSc in a related field)
- Must be a team player and well versed in developing constructive working partnerships with a range of stakeholders.
- Be able to demonstrate a strong worth ethic, drive and enthusiasm in a similar role.
- Have excellent communication and presentation skills.
- Be a confident and proficient user of technology.

Key Responsibilities:

- Establish and manage programmes to identify playing talent within the region, including Developing Player Programmes, Elite Player Development Group and systems to unearth late developers.
- Ensure the Regional Academy delivers against the standards as set out in the Annual Academy Audit.
- In collaboration with General Manager of Rugby and Head of Rugby, develop an aligned and ambitious vision for the Harlequins England Rugby Academy. Grow and maintain this through the Academy Management Group.
- Forge clear and positive relationships with teachers of rugby, coaches and development staff within feeder schools, clubs and CBs.
- Work closely with Head Coach and Senior staff to align coaching principles and understand requirements of a transition player into current senior environment.





- Produce and agree with relevant stakeholders, the Annual Playing Programmer of all EAPs and submit to the RGI in line with deadlines.
- Ensure all player tracking information is shared with RFU staff as required.
- Broker flexible academic support services from appropriate local providers of higher, further and secondary education. Develop and explore options with partner schools and colleges.
- Ensure the highest level of analysis is preformed and available regarding all academy scholars and share that information with club Head Coach and Performance staff.
- Identify and recommend appropriate specialist coaching support for the academy from England teams management and specialist coaching staff.
- Maintain squad discipline on and off the field to the highest standards and to administer the approved disciplinary procedures for the squad.
- In conjunction with the General Manager of Rugby and Head of Recruitment, manager all academy player contracts and scholar agreements to ensure adherence with Player Compensation Regulations.
- Manage the Academy License through liaison with the RFU to ensure continued compliance with all License requirements.
- Mentor and develop all academy coaching staff and ensure specialist CPD is kept relevant for all other staff members
- Forge positive relationships with National League coaches to establish dual-registration opportunities for Academy Scholars
- Manage, plan and work within agreed budgets.

Behaviours

- **Customer Focus** - Commits to meeting the expectations and requirements of internal and external customers; acts with customers in mind; values importance of providing high-quality customer service
- **Interpersonal sensitivity** - Interacts with others in a sensitive and effective way. Respects and works well with others.
- **Quality orientation** - Shows awareness of goals and standards. Follows through to ensure that quality and productivity standards are met.
- **Planning and organising** - Organises and schedules events, activities and resources. Monitors timescales and plans
- **Initiative Taking** - Takes action to achieve goals beyond what is expected; drives to bring issues to a successful closure; self-starter.
- **Teamwork** - Responds and relates well to people in all positions; is seen as a team player, and is cooperative; looks for common ground, and solves problems for the good of all
- **Results orientation** - Focuses on desired results and sets and achieves challenging goals

Harlequins is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

Please email your CV to jobs@quins.co.uk

Closing date for applications - 7th May

Interviews will take place - week starting 13th of May.

Only applicants to be invited for interview will be contacted.

