



Job Description

Position Title: Technical Development Officer

Purpose of the Position

To assist in the implementation of FFS strategies and programmes for the development of football, players and coaches.

Key Relationships

Responsible to the Area Technical Development Manager, the Technical Director and the Chief Executive Officer

Duties and Responsibilities:

Under the immediate supervision of the Area Technical Development Manager:

- Assist in the development and planning of technical activities in line with the FFS annual calendar and Strategic Plan for the development of Football in the designated area
- Assist in the implementation of all programmes pertaining to the “player pathway”
- Assist in the implementation of all programs pertaining to the “coaches pathway”
- Provide support in designing, organising and facilitating education, training and development programmes for clubs, communities & FFS members in line with FFS’s Strategic Plan
- Organise and provide support to volunteers involved in the programmes
- Maintain an updated list of volunteers with complete information every year
- Complete detailed reports on technical activities on a weekly for the Area Technical Development Manager and Technical Director (TD) and when required by the CEO and Executive Committee or by the Oceania Football Confederation (OFC) and/or FIFA
- Maintain and update knowledge of the Laws of the Game, current training and coaching techniques and coach education
- Maintain and take good care of all the FFS equipment and assets used in the programmes
- Provide a weekly stocktake report of the equipment used in the programmes and report to the immediate supervisor, Technical Director, Head of Corporate Services and/or the CEO any issues relating to the equipment and assets including those that are damaged

- Work in the evenings and weekends when required
- Any other duties as required by the Technical Director and/or Chief Executive Officer from time to time

Selection Criteria

Qualification:

- Has completed at least 4 years of secondary school
- Has had experience of participation in football development either for FFS or for a club
- Has attended coaching training conducted by FFS
- Has good understanding of the technical skills required at grassroots level
- Has good understanding of the laws of the game
- Good command of English and Samoan languages (both Verbal and written)
- Commitment and personal drive – work effortlessly in any circumstance. Committed to work, team and organization by cooperating in team activities. Works well with team to achieve a common goal
- Honesty – acts with integrity at all times maintaining high ethical behavior
- Maintain professional conduct at all times
- Must be able to work in the evenings and the weekends

Remuneration:

Salary: \$12,000 - \$15,000

As for every employee of the FFS, the Technical Development Officer is expected to maintain a high ethical and professional conduct at all times in accordance with the FFS Staff Code of Conduct. Any breach of the FFS Staff Code of Conduct will result in disciplinary action against the staff or immediate termination of employment.