

RECRUITMENT PACK

Youth Development Phase Lead (U12-U16)





ABOUT THE CLUB

The club was first founded in 1904. Brunton Park has been our home since 1909.

Located nine miles from the border with Scotland, it makes us the most northerly-based professional football club in England. We have no close geographical football rivals with the closest being over 50 miles away.

We are defined in part by our geography, and also our history. Weather, rural landscape, local pockets of heavy industry and long distances combine to make us unique in the football pyramid.

We are the club of the regional capital and its biggest city. Our regional challenges demand a tough spirit.

We are the premier sporting organisation of Cumbria and a local community club that reaches far.

The club is traditional and proud of its heritage. We are used to highs and lows and have enjoyed success and adversity.

We are part-owned by the Carlisle United Supporters' Trust and they have representation as directors of the club on its board. Our fans want their voice to be heard and are fiercely proud, loyal, strong-minded and vocal. They demand honesty, passion, fight and determination, and commitment on and off the field.

They want to see local players flourish. Many come and go from our region, but they remain as Cumbrian's and Carlisle fans.

OUR VISION FOR THE FUTURE

To compete at the highest level possible as a sustainable football club that inspires pride and belongs to everyone.

OUR VALUES



INTEGRITY

Be **honest**, **ethical**, and **respectful** in every interaction. Communicate **transparently** and act with consistency



EXCELLENCE

We demand the **highest standards** in all areas on and off the pitch, in operations, and in service. Celebrating effort, execution, and **continual improvement**.



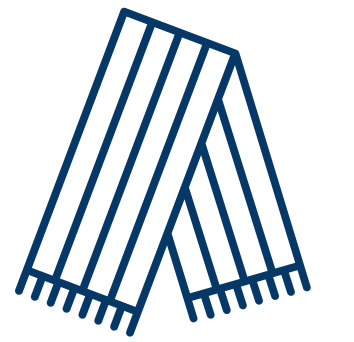
AMBITION & INNOVATION

Embrace new ideas and strive to **lead**, not follow. Aspire to **grow** and **achieve** beyond expectations. Create shared memories that **inspire lifelong loyalty**.



TEAMWORK & RESPECT

We work **collaboratively** and listen to all voices. We treat everyone with **dignity**, **fairness** and **inclusivity**.



PRIDE & PASSION

Represent Carlisle United with **heart**, **purpose** and **professionalism**

ROLE OVERVIEW

Youth Development Phase Lead (U12-U16)

Department: Academy

Reports to: Head of Coaching

Direct reports: YDP Coaches

Purpose of role

To lead and manage the Youth Development Phase in line with the Club's Academy Performance Plan, working closely with the Head of Coaching and Academy Manager.

Salary: Competitive

Key relationships

Internal: Academy staff and wider club staff

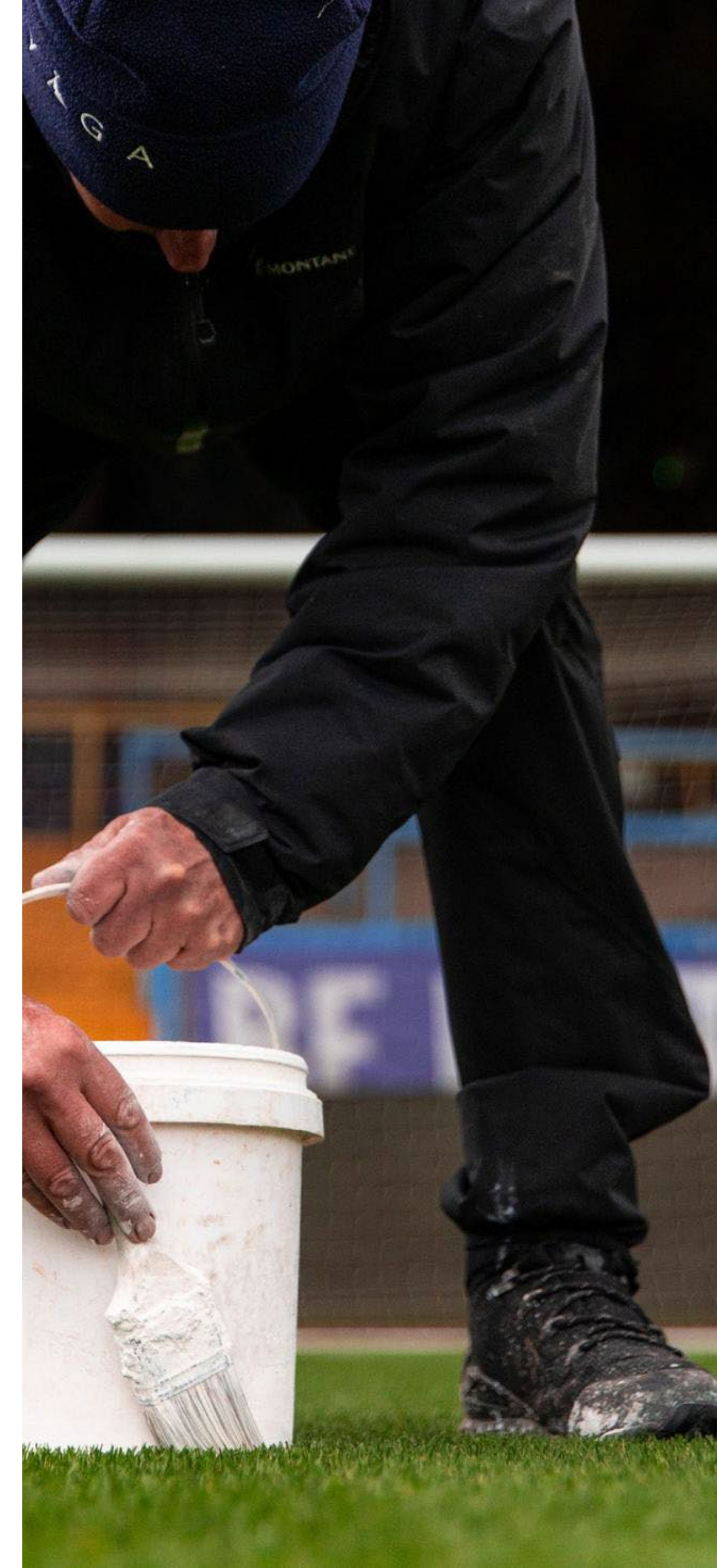
External: Governing bodies, EFL and other academies

Closing date: Monday 22nd June 2026

How to apply

Please submit the application form to Sarah.McKnight@carlisleunited.co.uk

Please note, we reserve the right to close applications earlier if a suitable candidate is found. No late applications or CVs will be accepted.



KEY RESPONSIBILITIES

Youth Development Phase Lead (U12-U16)

Key Responsibilities

- To work as an integral member of the coaching department to support the development and implementation of the Academy Performance Plan in conjunction with the Academy Manager and Head of Coaching.
- Responsible for devising, implementing and continually improving the technical coaching syllabus in line with the Academy coaching/playing philosophy in liaison with Head of Academy Coaching and Academy Manager.
- Responsible for ensuring YDP Age Group Coaches are delivering coaching sessions in line with the phase specific coaching syllabus and that match day philosophy is monitored.
- Support the Head of Coaching with the implementation of the Coach Competency Framework and Individual Coach Development Action Plans for coaches within the Youth Development Phase.
- Responsible for developing and organising a varied and suitable games program for all age groups within the Youth Development Phase.
- To continually assess and evaluate player progression within the YDP age groups and ensure creation of Individual Development Plans for all players within the phase.
- Arrange and chair regular multi-disciplinary team meetings with Phase Coaches, Recruitment and Sports Science staff to monitor all aspects of the Phase
- To oversee development reviews every 6 weeks and with support of the Youth Development Phase Age Group Coaches oversee delivery of feedback to players and parents both formally in meetings, and informally as required.
- To liaise with both the Foundation Phase and Professional Development Phase Lead Phase Coaches to organise all playing squads on a weekly basis.
- To organise the logistics and staff availability across the phase on a weekly basis.
- To maintain compliance and high operational standards in line EFL and PGAAC expectations.
- Along with the Lead Foundation Phase Coach, ensure all transport, pitches and referees are booked and co-ordinated on a weekly basis.
- To be fully responsible for the safety and welfare of all players under your care.
- To report regularly to the Academy Manager on overall progress and development within the Academy and to represent collective views in respect of future developments and directions.
- To ensure that the FIP / club documentation system is kept up-to-date in all matters relating to your Phase.



QUALIFICATIONS

Youth Development Phase Lead (U12-U16)

Qualifications

- UEFA A licence
- FA Advanced Youth Award (YDP)
- Senior & academy coaching experience
- Academy experience category 1-3
- FA Youth Award
- Valid FA Licensed Coaches Club membership
- Experience of coaching within the relevant age groups (preferably in an academy/player development environment)
- Computer skills (Word/ Excel/ Access).
- High levels of communication skills, both orally and written.
- Personable and enthusiastic with a strong work ethic.
- Sensitive to the needs of young players and parents/guardians
- Willingness to work weekends and evenings.
- DBS check undertaken



OTHER INFORMATION

Recruitment and information pack

Safeguarding

The club has a top-level commitment to safeguarding which promotes practice and behaviours that value children and adults at risk, creates a culture of accountability and drives continual improvement.

We are committed to safeguarding and promoting the welfare of young players and staff.

We expect all staff, volunteers, parents/carers, young players, any partner agencies or any commissioned service providers to share this commitment.

This role may involve working with under-18s and as such is subject to Enhanced Criminal Records Bureau (CRB) checks. Clearance through the FACRB system is required before any employee may commence employment. As such this post is exempt from the Rehabilitation of Offenders Act (1974) and the postholder applicant must disclose all previous convictions including spent convictions.

The Club follows a safer recruitment processes.

EDI

The club is committed to applying its Equality Policy at all stages of recruitment and selection, and adverts will contain an equal opportunities statement.

Shortlisting, interviewing and selection will always be carried out without regard to age, disability, gender, gender reassignment, marital / civil partnership status, pregnancy / being on maternity leave, race, religion/belief, sexual orientation, or any other legally protected characteristic.

Any candidate with a disability will not be excluded unless the candidate is unable to perform a duty that is intrinsic to the role, having taken into account reasonable adjustments. Reasonable adjustments to the selection process will be made to ensure that no applicant is disadvantaged because of his/her disability.

