



**Job Title:** Casual Coach

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**Hours of work:** Casual – Predominately between 7:45am – 6pm

**Salary:** £13.00 per hour

**Location:** Various school locations around Southwark and Lewisham boroughs

**Responsible to:** SLT

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### **Role Summary:**

Are you passionate to work with and engage young people aged to help them achieve their full potential and improve their well-being?

PL Primary Stars is our Premier League's flagship community project, using the power of football and sport to inspire young people in Southwark and Lewisham.

Millwall Community Trust is looking for a Coach to organise, plan, prepare and deliver sports coaching and education sessions, in local schools, college and community settings.

You will have the opportunity to work alongside a high-quality delivery team, benefitting from a range of training and development opportunities, as well as opportunities to work in other parts of MCT.

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### **Key Responsibilities:**

- Plan and deliver inspiring, interactive, and engaging PE sessions for young people.
- Deliver fun and engaging breakfast club, lunch club and after school club sessions to all children of different ages within a primary school setting. Predominantly by yourself, with some sessions supported by another coach or teacher.
- Plan and deliver behavioural mentoring sessions or SEN sensory group work.
- Provide a safe and fun environment for young people to meet new friends, develop skills and improve their physical and mental health through facilitating sport-based session.
- Develop and maintain positive relationships with young people, parents, staff, and local partners.
- Encourage young people to take advantage of volunteering opportunities and social action projects to give back to the local community.
- Select suitable young people to represent Millwall Community Trust in Tournaments and Events.
- Support the education of young people on current issues through workshops and youth forums.



Millwall Community Trust Ltd.  
Registered Company: 3920152 Limited by Guarantee  
Registered Office: The Den, John Berylson Way, London, SE16 3LN  
Registered Charity: 1082274  
VAT Registration No: 805 1229 63





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### Essential Requirements:

- Minimum FA Level 1 in Football Coaching or the new FA Introduction to Coaching award.
- Safeguarding Children & First Aid certificates.

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### Desired Requirements:

- A recognised Youth Work Qualification or teaching assistant qualification.
- Proven track record of working with hard-to-reach young people and young people from a variety of demographics.
- Understanding of and a commitment to health & safety, equal opportunities and data protection policies and procedures.
- Understand the importance of and deliver best practice when working with hard-to-reach young people.

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### Personal Skills/ Abilities:

- A positive 'can do' attitude, always looking for solutions to problems or issues.
- Ability to develop positive relationships with young people.
- Ability to work as part of a team and maintain good working relationships.
- Strong track record of punctuality and reliability.
- Excellent planning, organizational and time management skills.
- Enthusiastic and self-motivated to make a difference within the community.
- Excellent communication and interpersonal skills to adapt to different age groups and stakeholders.

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**To Apply:** To comply with safer recruitment procedures for the Club we are unable to accept CV's without an application form accompanied.

Please ensure that you complete our standard application form (which is available via a link on our website). If you do require assistance in any part of the application process, please contact us via [recruit@millwallfc.co.uk](mailto:recruit@millwallfc.co.uk)

Application Form Link: [www.millwallfc.co.uk/club-information/work-for-the-lions/application-form](http://www.millwallfc.co.uk/club-information/work-for-the-lions/application-form)

All applications need to be sent to [recruit@millwallfc.co.uk](mailto:recruit@millwallfc.co.uk)

Due to the quantity of applicants expected, only those short-listed will be notified.

**Closing date for applications: Friday 1<sup>st</sup> August 2025**



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This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably requested.

Millwall Community Trust are fully committed to equality, diversity, inclusion, and anti-discrimination. We will work to address areas of under-representation and disadvantage in all aspects of our operations, activities, and services. In practice, this means that we will respect the needs of each and every individual regardless of their differences; and to this end we will deliver our operations, activities and services in such a way so as to ensure that that no one is excluded.

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Please note that the appointment of the successful candidate will be subject to standard preemployment screening, as applicable to the post. This will include right-to-work, proof of identity, Disclosure and Barring Service (DBS), and references.

Please note that any personal data submitted to the charity as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. The charity's Policy on Data Protection is available on request.

Entry into employment with the charity and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.



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*'Millwall Community Trust is committed to safeguarding children and adults at risk. The successful candidate may be required to undertake a Disclosure and Barring Service (DBS) check through The FA DBS process. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information given.'*

## Safeguarding Policy Statement

**Because of the nature of the work undertaken by Millwall Community Trust (MCT), it is required by law to have in place robust safeguarding policies and procedures to ensure the protection of children, young people and adults at risk. To ensure that MCT meets that duty - and as part of a proactive, integrated and consistent approach to safeguarding - the organisation has developed a Safeguarding Handbook.**

### What is safeguarding?

Safeguarding is the action that is taken to promote the welfare of children, young people and adults at risk and protect them from harm. Safeguarding means protecting people from abuse, maltreatment, neglect, harm and/or exploitation. Through MCT setting up and following good safeguarding policies and procedures, it means that children, young people and adults at risk - that come into contact with our organisation - are protected from those that might pose a risk. All organisations that work with (or come into contact with) children, young people and adults at risk are required to have safeguarding policies and procedures to ensure that everyone - regardless of their age, gender, religion or ethnicity - can be protected from harm.

### MCT's Safeguarding Ethos

MCT will always seek to provide protection to any person that receives our services. To this end MCT will provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a person may be experiencing, or be at risk of, harm. MCT believes that no one should ever experience abuse of any kind. MCT has a responsibility to promote the welfare of all children, young people and adults at risk to keep them safe. MCT are committed to work in a way that protects them. This **Safeguarding Policy Statement** applies to everyone that comes into contact with MCT - including as applicable - the Board of Directors & Executive Team, Senior Managers, Staff, Agency Staff, Contractors, Suppliers, Volunteers, Students on work experience, as well as anyone else working on behalf of MCT. This policy also applies to any other person that engages with the work of MCT and includes parents, carers, families and other visitors to MCT premises.

### Safeguarding at MCT

MCT places the safeguarding of children, young people and adults at risk as its prime focus and has developed full safeguarding policies and procedures. To underpin the approach, MCT ensures all of its management team, staff members and volunteers have been fully trained in safeguarding to enable the organisation to live and breathe its approach. **In developing MCT's safeguarding policies and procedures, the organisation has adopted the following three-part safeguarding strategy which focuses on:**

#### 1. Getting the right people involved with MCT

This is achieved through adherence to MCT's Safer Recruitment Policies and Procedures.

#### 2. Creating a safe environment for children, young people & adults at risk

This is achieved by providing all required safeguarding training, support and best practice advice; and further guidance by the effective communication of MCT's Codes of Conduct.

#### 3. Promoting clear systems to deal with any safeguarding concerns

This is achieved through implementation of all MCT's policies and procedures relating to safeguarding.

**A full copy of MCT's Safeguarding Handbook is available by speaking with (or contacting) the MCT person responsible for safeguarding.**



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