

Position Description

DATE	March 2026
ROLE TITLE	Junior Community Coach
DEPARTMENT	Programs
REPORTS TO	Programs Manager and Programs Lead
SCHADS LEVEL	1.1 (Casual)

About Football Futures Foundation

Football Futures Foundation (FFF) is a Western Australian not-for-profit organisation dedicated to creating positive social change through football. By using the universal language of football, the Foundation brings people together, strengthens communities, and creates opportunities for participation, connection, and personal growth.

FFF delivers inclusive programs for children, young people, and families who may experience barriers to participation in sport and community life, including disability, socioeconomic disadvantage, cultural background, and geographic isolation. Operating across metropolitan, regional, and remote Western Australia, the Foundation works closely with communities to create safe, welcoming environments where everyone has the opportunity to belong.

Through football, Football Futures Foundation empowers participants to build confidence, develop life skills, form lasting friendships, and realise their potential, both on and off the field.

Organisational Culture

Football Futures Foundation fosters a supportive, inclusive, and collaborative workplace culture.

The organisation values teamwork, innovation, respect, and community impact. Staff and volunteers work together to create safe and welcoming environments where participants can thrive and where employees are supported to develop their skills and contribute meaningfully to the Foundation's mission.

About the Programs Department

The Programs Department is responsible for the design, coordination, and delivery of Football Futures Foundation's community programs.

These programs use football as a vehicle to improve health, wellbeing, inclusion, and community connection. Programs operate in a range of settings including schools, community venues, football clubs, regional locations, and major events.

The Programs Department ensures that all activities delivered by the Foundation are:

- Inclusive and accessible
- Safe and participant focused
- Aligned with the organisation's mission and values
- Delivered to a high standard of professionalism and community engagement

Mentor Coaches, Senior Community Coaches, Community Coaches and Junior Community Coaches play a vital role in delivering these programs directly to participants and supporting the broader operations of the Foundation.

Role Overview

The Junior Community Coach supports the delivery of Football Futures Foundation programs and activities.

This is an entry-level role designed to provide practical experience in delivering inclusive football programs and developing coaching and community engagement skills. The role assists in facilitating activities for children, young people and community participants across a range of programs.

The role operates in a supervised capacity at all times, with Junior Community Coaches working under the direction of senior coaching staff and program leads.

In addition to supporting program delivery, the role assists with events, activations, equipment setup and pack-down, stock control, and other routine operational tasks to support effective program delivery.

Reporting Relationship

The Junior Community Coach reports to the Programs Manager and Programs Lead and works closely with Community Coaches, Senior and Mentor Coaches, Program Leads, and volunteers and event staff.

The role has no supervisory responsibilities and operates under the direct supervision and guidance of senior program staff.

Duties

The main duties for the role are as follows

Areas of Responsibility	Main Duties
Program Delivery Support	<ul style="list-style-type: none">• Assist Community Coaches and Program Coordinators with the delivery of inclusive football sessions and activities.• Support the safe and effective delivery of programs for participants of all abilities and backgrounds.
Supervised Coaching	<ul style="list-style-type: none">• Assist in delivering football drills, games, and skill development activities under the supervision of the Programs Manager, or a Programs Lead, Mentor Coach, Senior Community Coach, Community Coach or other approved FFF Supervisor.
Participant Engagement	<ul style="list-style-type: none">• Support the creation of a positive, welcoming, and inclusive environment for participants.• Encourage participation and assist participants during activities.
Program Preparation	<ul style="list-style-type: none">• Assist with the setup and pack-down of equipment, fields, and activity spaces before and after sessions.
Event and Activation Support	<ul style="list-style-type: none">• Assist with the delivery of Football Futures Foundation events, community activations, and program launches, including supporting participant engagement activities.
Equipment and Stock Management	<ul style="list-style-type: none">• Assist with equipment preparation, stocktakes, storage organisation, and maintenance of program equipment and resources.

Worksite Support	<ul style="list-style-type: none"> Assist with maintaining clean and organised workspaces, program locations, storage areas, and vehicles used for program delivery.
Operational Support	<ul style="list-style-type: none"> Assist program staff with general operational tasks related to program delivery, including preparation of materials and resources for activities.
Team Collaboration	<ul style="list-style-type: none"> Work collaboratively with other coaches, staff, and volunteers to support program success.
Professional Development	<ul style="list-style-type: none"> Participate in training sessions and coaching development opportunities provided by Football Futures Foundation.

Key Expectations and Accountabilities.

Program Support

- Junior Community Coaches are expected to actively assist senior coaches and program staff in delivering high-quality inclusive programs.

Supervised Role

- Junior Community Coaches must always operate in a supervised capacity and follow instructions and guidance provided by senior staff.

Participant Engagement

- All coaches are expected to support participants in a positive, respectful, and inclusive manner that aligns with the Foundation's mission and values.

Team Contribution

- Junior Community Coaches are expected to contribute positively to the program team, assisting with operational tasks that help programs run efficiently.

Flexibility

- The role requires flexibility to support programs, events, and community activities across different locations as required.

Compliance, Confidentiality and Safeguarding:

- Maintain strict confidentiality of participant, staff and organisational information.
- Ensure all actions and behaviours align with child safety, safeguarding and organisational policies.

Professional Conduct and Team Contribution:

- Demonstrate professionalism, reliability and a collaborative approach when working with participants, staff and volunteers.
- Act in a manner consistent with FFF's values, contributing to a positive, respectful and inclusive workplace culture.
- Take initiative, seek guidance when required and support a solutions-focused organisational environment.

Role Specific Knowledge and Experience Requirements

Qualifications:

- A Foundations of Football Coaching Certificate (or willingness to obtain)
- Relevant sport, coaching, youth work, or community experience, or demonstrated interest in working with community sport programs

Experience:

- Interest in Inclusion support, community sport, football coaching, or youth development

- Experience participating in sport or community programs (desirable)

Essential Skills and Experience

- **Communication Skills** - Ability to communicate effectively with children, young people, families, and team members.
- **Teamwork** - Ability to work collaboratively with other coaches, volunteers, and staff.
- **Reliability** - Demonstrated ability to follow instructions, attend scheduled sessions, and contribute positively to the program environment.
- **Positive Attitude** - A friendly, enthusiastic, and supportive approach when working with participants and community members.

Desirable Skills

- Knowledge of safeguarding and child safe practices or willingness to obtain
- Experience volunteering in sport or community programs.
- Lived experience in disability, social inclusion, or community engagement (highly regarded).
- Commitment to inclusion, diversity and community-focused service delivery aligned with FFF’s mission and values.

Key Behaviours

- Maintain a safe working environment and follow Football Futures Foundation safety policies and procedures
- Demonstrate the organisation’s values in all interactions
- Work collaboratively with team members and support program success
- Demonstrate a willingness to learn and develop coaching skill
- Proactively be an advocate of the organisation’s values.
- Develop and improve personal and team effectiveness.

Prerequisites for Employment

- Eligibility to work in Australia.
- Suitable Proof of Identity (based on a 100-point identity check) Original documents must be sighted.
- A current valid Working with Children Card
- A National Police Clearance Not less than 3 months old – renewed every 12 months
- A current Driver’s Licence. (Desirable)

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