



## JOB DESCRIPTION: 1st Team Recruitment Analyst

Working within the First Team Scouting and Recruitment Department, this role will provide technical expertise to aid all stages of the Scouting and Recruitment process.

<b>Department</b>	First Team
<b>Location</b>	Fairwood Training Ground, Swansea
<b>Report to</b>	<ul style="list-style-type: none"> <li>• Chief Scout</li> <li>• Data and Insights Lead</li> </ul>
<b>Direct reports</b>	N/A
<b>Remuneration</b>	£25,000.00 - £30,000.00
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• 25 days holiday, plus bank holidays</li> <li>• Health Insurance and Cash Plan</li> <li>• Complimentary match tickets</li> <li>• Pension Scheme</li> </ul>
<b>Contract</b>	Full Time (40 hours)
<b>Working Schedule</b>	<p>The role requires an individual who can perform such hours as necessary to complete their roles and responsibilities.</p> <p>The position will involve working irregular hours (e.g., evenings/Saturdays/Sundays/Bank Holidays) based around team schedules.</p>
<b>Roles and Responsibilities</b>	<ul style="list-style-type: none"> <li>• To identify players of interest via scouting intelligence, data, and video.</li> <li>• Create video profiles on potential players of interest.</li> <li>• Create 'Player Packs' on target players to be shared with key stakeholders.</li> <li>• To contribute towards the video scouting workflow within the department.</li> <li>• To work closely with the 'Data &amp; Insights Lead' to make sure that Swansea City stay ahead of the curve in the latest technical developments within Scouting &amp; Recruitment.</li> <li>• Work with the Lead Analyst and the Data &amp; Insights Lead to ensure the department are equipped with information they need to benchmark and relate to the current performance of Swansea City squad at any given time.</li> <li>• Manage the lists of players of interest that are generated from the department.</li> <li>• Assist in coordinating and shaping what members of staff within the department spend their time focusing on.</li> <li>• Contribute towards the Loan Management processes that the Club have in place.</li> <li>• Attend Scouting &amp; Recruitment meetings where necessary.</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>• Follow all Club Policies, such as Equality &amp; Diversity, Health &amp; Safety, Safeguarding, Anti-Corruption &amp; Bribery and GDPR.</li> <li>• Adhere to a strict Code of Confidentiality in respect of any information relating to Swansea City Football Club and its operation</li> </ul>



	<ul style="list-style-type: none"><li>• Make suggestions to improve the working environment and contribute to positive employee relations within your area of work and Swansea City Football Club as a whole</li><li>• Take reasonable care for the health and safety of yourself and other employees and members of the public who may be affected by your acts or omissions at work</li><li>• Comply with all aspects of the Swansea City Football Club Health and Safety Policy and Arrangements, to enable the Company to perform its civil and statutory obligations in relation to Health &amp; Safety</li><li>• Ensure effective communication within your work team and across Swansea City whilst actively offering support and guidance, as necessary</li></ul>
<b>Person Specification</b>	
<b>Essential</b>	<ul style="list-style-type: none"><li>• Proficient in the use of software and data sources such as (StatsBomb, SkillCorner, Wyscout, Opta)</li><li>• Technically competent to be able to produce video clips in a presentable manor</li><li>• Advanced and creative presentation skills.</li><li>• Ability to engage with and influence key stakeholders.</li><li>• Ability to work to tight deadlines and a willingness to work evenings and weekends where required.</li></ul>
<b>Desirable</b>	<ul style="list-style-type: none"><li>• FA Talent ID Level 3</li></ul>

The closing date for this role will be **27<sup>th</sup> November 2022.**

If you believe you have the right mix of skills for this position, please complete the Application Form available [Here](#)

Swansea City AFC strives to ensure it provides an environment where everyone's rights, dignity and individual worth is respected and takes a zero-tolerance approach to any form of discrimination. Equal Opportunity is an integral part of our recruitment and selection process, and we welcome applications from all individuals who feel they meet the core requirements of the role.

We are particularly encouraging applications from women, disabled people and individuals from diverse ethnic communities who are currently under-represented within the organisation.

All appointments will be made on merit of skill and experience relative to the role.

The Company is committed to safeguarding and promoting the welfare of children and young people involved in activities and event at the Company. As part of the Company's recruitment and selection process any offers of work involving working in regulated activity with children are subject to a satisfactory enhanced DBS Disclosure and barred list check (depending on the level of supervision, frequency, and nature of contact with children). Appropriate references are also required.

**Should an adequate number of applications be received prior to the closing date, Swansea City AFC reserve the right to remove this advert.**

**Due to a high demand in applications the Club will be unable to respond to those applicants who have not been shortlisted for interview.**