

Scottish FA Club Services

TeamWorks

The Scottish FA Business Mentor Programme



Helping business **help clubs.**



WHAT IS

TeamWorks



TEAMWORKS is a volunteer programme, managed and delivered by the Scottish FA that matches volunteers from the business sector with football clubs and organisations in Scotland. Time is allocated to employees through an employers' community investment policy which they can use to volunteer within sport.

WHY DO WE NEED TEAMWORKS?

TEAMWORKS helps sports clubs that are faced with business challenges. By working with volunteers from the business sector, these clubs can become stronger, sustainable and more entrepreneurial with increased focus on their future growth and success.

Local sports clubs in Scotland are vital for providing young people with opportunities to be active and learn great life skills as well as providing engagement and a focal point for local communities.

The programme is also a great opportunity for companies to develop positive role models in the workplace and the local community. Volunteers have the chance to give something back to society and help make a difference to Scottish sport.



Helping business help clubs.

HOW DOES IT WORK?

To join the programme each club completes an application form indicating the type of business support they require. Volunteers are then 'matched' with a local club based on their knowledge and skill set. The volunteers can engage with the club in a variety of ways, eg. engaging in face to face meetings or by providing email or telephone support.



The volunteer works with the club for approximately three to six months at times and frequencies that fit in with other commitments.

We take great care to understand our volunteers' skills, as well as their availability and location, so that we can match them with the right club. We also appreciate commitments can change from time-to-time and placements are reviewed on an ongoing basis to ensure that they continue to work from both volunteer and club perspectives.

One of the key aims of TEAMWORKS is to offer a variety of opportunities to enable volunteers to develop their own professional and personal skills outside the workplace. Different types of placements include; senior leadership mentoring roles, working with another volunteer as a 'pair' (either within their own organisation or with another corporate partner) and opportunities for teams to work together on one placement.



WHAT CAN TEAMWORKS OFFER CORPORATE PARTNERS?

Staff Development

- Opportunities for staff to further their personal development, improve their skillset, broaden their experience and knowledge, add to their CV and enhance their value to their employer.
- Imparts a sense of personal achievement and well-being.

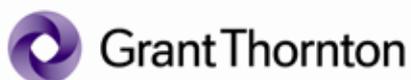
Corporate Social Responsibility Profile

- Opportunity for corporate partners to demonstrate their commitment to CSR through involvement in Team Works.
- Visits to clubs where volunteer mentors are placed, a chance to be involved in the local community.
- Use of the TEAMWORKS logo on the corporate partner's own communications
- Selection of case studies highlighting the corporate partner's involvement in the programme and the outcomes achieved will be made available for use by the corporate partner's internal and external marketing and PR departments.

Networking

- Facilitate networking and relationship building opportunities with the Sports Governing Bodies and other corporate organisations involved in the programme.

WHO DO WE WORK WITH?



Helping business **help clubs.**

"Having a TEAMWORKS mentor come and volunteer at the club has been invaluable. New ideas, a fresh perspective and someone who understand business has allowed the club to flourish. "

"Getting involved with the TEAMWORKS project has been immensely rewarding. Not only has it improved my organisational skills but it has provided me with a real respect for the amount of work that goes into running a community club. I like to think that I have helped them out in some way also... and I intend to continue working with them even after the programme finishes."



TEAMWORKS - THE PROCESS

The TEAMWORKS process follows a tried and tested set of nine steps that ensure both parties are working together at all stages of the process.

CORPORATE PARTNER

- Information sent to Corporate Partners 1
- Presentation made to corporate staff (online or face to face) 2
- Questionnaire sent to mentor 3
- Responses collated 4
- Matching process 5
- Mentor meets with club 6
- TEAMWORKS!** 7
- Feedback questionnaire sent to mentor 8
- Responses collated 9



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THE CLUB

- 1 Information sent to clubs
- 2 Request to participate sent to Club Development Manager
- 3 Questionnaire sent to club
- 4 Responses collated
- 5 Matching process
- 6 Club meets with mentor
- 7 TEAMWORKS!**
- 8 Feedback questionnaire sent to club
- 9 Responses collated



TEAMWORKS IN ACTION | 1

Penicuik Athletic Youth Football Club offers footballing opportunities for girls and boys aged 4 to 21. The club was established in 1955 and are a volunteer led club based in Penicuik, Midlothian.

The club worked with a Grant Thornton UK LLP Business Advisory Executive.

Q1: Why did you decide to volunteer for TEAMWORKS?

To have the chance to help local sports clubs in areas where they didn't have the expertise - to give something back!

Q2: What key area/s have you been working with the club on?

Preparation of a budget for year 2016/17 - to point out areas where costs could be cut and income increased.

Q3: Approximately how much time have you spent on the project?

Approximately 10 hours over 3 months.

Q4: Have there been any challenges? How have you overcome these?

New club treasurer in place who wasn't familiar with the different income streams, expenditure etc so a lot of assumptions were made in preparation of the budget.

Q5: What's surprised you most about your placement?

How appreciative the club were!

Q6: Which of your skills do you think are most useful to the club?

Financial analysis - independent to the club so was able to give a balanced view?

Q7: Do you think your placement has helped with your personal development?

Yes!

Q8: Is there anything that you feel you needed more support with?

No. Both my employer and TEAMWORKS helped me every step of the way.

Q9: Would you recommend TEAMWORKS to other colleagues and can you tell us why or why not?

Yes - great programme to get involved in - support is there should you need it!



TEAMWORKS IN ACTION | 2

Arthurlie Juniors offers footballing opportunities for boys aged 4 to 21. The club, one of the oldest football clubs in Scotland founded in 1874, based in Barrhead, East Renfrewshire.

The club worked with a Deloitte LLP Assistant Director.

Q1: Why did you decide to volunteer for TEAMWORKS

Initially I volunteered as part of Kilbirnie Community Football Club as I was coaching with them so it seemed like a good fit with the time Deloitte was allowing me to have as part of this programme. When that period ended, I started coaching for the new Arthurlie Juniors Youth Football Academy and as it was in its infancy and really needed volunteers to get it going, I volunteered and have thoroughly enjoyed my time so far.

Q2: What key area/s have you been working with the club on?

(1) Quality Mark - firstly working towards the Standard Level grade which we received in November 2015, and following this up with Development Level in early 2016. (2) Coach education - maintaining the schedule of coaches within the Academy and ensuring that they are gaining the appropriate levels of SFA coach education for their player age groups .

Q3: Approximately how much time have you spent on the project?

I would say over and above the half day per month allowed by Deloitte, that I probably spend about 5 full days per month (sometimes more depending on what's needed).

Q4: Have there been any challenges? How have you overcome these?

The biggest challenge was gathering in all of the coaches education certificates for the quality mark application. They were very slow in responding in some cases which further delayed our initial application, but we got there in the end!

Q5: What's surprised you most about your placement?

The enthusiasm of everyone involved, not only the Academy but the junior club (Arthurlie FC) and how much they want the Academy to progress and evolve together with the wider developments with Arthurlie FC that will ensure the Academy coming together at Dunterlie Park in due course for its training base. It's fantastic having the support of the junior side in the development of the Academy.

Q6: Which of your skills do you think are most useful to the club?

I'm a very organised person which I think has allowed me to progress and manage the 'administration' side of the Academy. I'm also a team player which I think is essential in a role like this as you are dealing with so many different people with many of them having differing opinions and needing to manage those and ensure everyone within the Academy fully supports the plans for the future.

Q7: Do you think your placement has helped with your personal development and if so in what way? What do you think you will be taking back to the workplace?

Probably the same as answer six above in that I'm quite social and manage the corporate responsibility team in Glasgow office so my management and people skills probably transfer between work and this placement.

Q8: Is there anything that you feel you needed more support with?

Not really. I think the Scottish FA is a great organisation and the TEAMWORKS programme is excellent. If I have needed assistance it has always been there. The only thing I would say is that it is sometimes difficult to actually take the half day per month allocation due to work commitments so much of the time commitment given is generally in my own time.

Q9: Would you recommend TEAMWORKS to other colleagues and can you tell us why or why not?

Absolutely. I think it's a great programme to be involved in and would thoroughly recommend it.



WOULD YOU BE INTERESTED IN JOINING TEAMWORKS?

The Scottish FA manage and deliver the TEAMWORKS programme and provide the following services:

Relationship Management

- Relationship Manager support for the overall programme and each individual placement.
- Facilitating and managing introductory meetings between club and volunteer.
- Provision of backup and support for volunteers throughout each placement.

Matching Services

- Liaise with the Scottish FA and collate information on the background and requirements of the sports clubs put forward for business support/mentoring.
- Collate information on the knowledge, experience and skillset of individual business volunteers/mentors and their personal/business development objectives.
- Coordinate the matching of applications between business volunteers/mentors, the Scottish FA and clubs.
- Coordinate the completion of a project brief to agree the main areas for business support/mentoring assistance and highlight the scope and timescale for each individual placement.

Corporate Social Responsibility Profile

- Collating placement surveys/feedback from both club and volunteer to best demonstrate the impact of each placement.
- Producing case studies for use in external and internal communications and tenders.
- Quarterly update reports provided on each placement.

Networking

- As an organisation you may feel that you want to take the next steps and join the Scottish FA Business Club where you can gain the unique opportunity to connect with friends, colleagues and potential customers. Bringing people from a wide range of business backgrounds together over their shared passion for Scottish Football.
- By being a part of TEAMWORKS you will become a firm member of the football family and have the opportunity to communicate with and influence clubs from all parts of the country.



We would be delighted for your organisation to get involved with the programme and would love to hear from you. Please contact Stuart Brown – stuart.brown@scottishfa.co.uk or call 0141 616 6079



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