



**Duty Manager (x2) 40 hours a week
(Based at Stoneham Lane Football Complex, Eastleigh)
circa. £20,000 - £22,000 per annum**

Can you make a difference to the future of grassroots football?

www.eastleigh.gov.uk/sport-health-parks-and-open-spaces/sport-and-health/leisure-and-sports-facilities/stoneham-football-hub

Hampshire FA is excited to offer a unique opportunity to join our team in a brand new role as Duty Manager at the first Parklife hub in Hampshire based at Stoneham Lane Football Complex, Eastleigh. We are looking to recruit two duty managers who will work under the Centre Manager.

The new facility will offer three full-size artificial 3G football pitches (two of which are super size and will be the largest 3G pitches in the country), grass pitches, changing rooms and community space including a bar and café area.

This fantastic opportunity will require the successful candidates to maximise the impact of the new facility and associated community space for the benefit of local grassroots football and the wider community. This site already has existing partner football organisations and working with these groups will be a key part of the role.

We are looking for someone who possesses an enthusiasm for customer excellence and drive for maximising the opportunities for using the facility. The successful candidates will be required to have a good understanding of facility management with a commitment to delivering first class customer service. They must have a desire to engage and work with all users and help to create a welcoming and professional environment.

As the facility includes bar and catering facilities, experience in working in a catering or hospitality setting would be desirable.

You must be able to work under pressure and have the ability to meet deadlines. Candidates must be able to demonstrate team working skills and have a commitment and willingness to work at weekends and evenings.

The closing date for applications is 31 May 2019 with interview scheduled for w/c 10 June 2019 (subject to change). Projected start date of 1 August 2019.

To apply please send a CV and a covering letter marked Private and Confidential to CEO, Neil Cassar at Neil.Cassar@HampshireFA.com or Hampshire FA, Winklebury Football Complex, Winklebury Way, Basingstoke, RG23 8BF.

Equality and Diversity

We value diversity and welcome applicants from all backgrounds. To ensure our recruitment processes are non-discriminatory and that we maintain a diverse workforce profile, we ask applicants to complete an Equality and Diversity monitoring form to enable us to collate anonymised data, which helps us to monitor the diversity profile of all our job applicants.

Safeguarding Children and Vulnerable Adults

As this role involves direct access to young people under the age of 18 and/or vulnerable adults, the successful candidate will undergo a thorough screening process to ensure their suitability for the role, which will include a Criminal Records Check through the Disclosure Barring Service.