



LCFA SEFTON

# **LCFA SEFTON CIC RECRUITMENT PACK**

## **GENERAL MANGER & DUTY MANAGER**

November 2021



**LCFA SEFTON**

## ABOUT LCFA SEFTON CIC

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Liverpool County FA Sefton (LCFA Sefton) CIC is a not-for-profit organisation responsible for the management and operation of community football facilities in Sefton, Liverpool.

LCFA Sefton CIC is a subsidiary of Liverpool County FA (LCFA) Limited, one of the most prestigious County FAs in the country, serving in excess of 55,000 players, 500 clubs and 3,500 teams.

As the governing body of the game across Merseyside, LCFA is responsible for delivering a positive football experience for grassroots and semi-professional football.

This is an exciting time for LCFA Sefton CIC, with planning permission and significant investment in place to deliver wholesale improvements to the existing community facilities in Thornton, Liverpool. Upon completion in May 2022, the site will become a state-of-the-art community hub – one of the first in Sefton.

Consisting of high-quality natural turf and artificial grass pitches, as well as indoor studio, meeting and function space, our facilities support the local grassroots football family and wider community.

Further information is available <https://www.liverpoolfa.com/lcfa-sefton-consultation>.

## ABOUT THE ROLES

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A number of new, important and exciting opportunities have arisen to join our Team. We are seeking to recruit inspiring, dynamic and motivated individuals for the following roles:

- General Manager (Full Time Permanent)  
£25,000 - £27,500 plus benefits, dependent on experience.
- Duty Manager (Full Time Permanent)  
£18,000 - £20,000 plus benefits, dependent on experience

All of the advertised roles are crucial to the ongoing transformation of our business and so we are looking for passionate, innovative and hardworking candidates who can complement our existing Team and add value to our strategic plan and the success of our businesses.

Further detailed information on each of the roles, responsibilities and person specification can be found attached to this Recruitment Pack.

# HOW TO APPLY

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If you think you've got what it takes to contribute to the success of our business, we want to hear from you!

The closing date for applications is **Friday 14 January at 10:30AM.**

Interviews for the positions will be held during **January 2022** with representatives from Liverpool County FA and LCFA Sefton CIC.

Please note the exact date and format of the interviews are subject to UK Government Covid guidelines.

For an informal discussion about the roles of General Manager or Duty Manager, please contact:

**Daniel Green | LCFA Chief Executive Officer**

[daniel.green@liverpoolfa.com](mailto:daniel.green@liverpoolfa.com)

0151 523 4488

To apply for any of the advertised roles please submit a CV and covering letter detailing the qualities and attributes you would bring to compliment LCFA Sefton CIC's Team. Please also ensure you complete an Equality & Diversity Form.

Please state clearly within your application which role(s) you are applying for and send your application to [recruitment@liverpoolfa.com](mailto:recruitment@liverpoolfa.com).

All applications should be marked '**Private & Confidential – LCFA Sefton CIC**'

Liverpool County FA promotes inclusion, values diversity and welcomes applications from everyone. If you have any particular requirements in respect of the recruitment or interview process, please highlight this in your application or contact the Chief Executive Officer who will be happy to offer support.

## *Disclosure and Barring Service Check*

*As this role involves direct access to young people under the age of 18, within the context of the job and any subsequent related activities or responsibilities, the successful candidate will undergo a thorough screening process that will include an enhanced level Disclosure and Barring Service check to ensure their suitability for this committed to achieving equality and fairness in employment and service delivery and we welcome applications from all sections of the community.*