

Grangemouth Stadium Manager

JOB OUTLINE

Location: Grangemouth Stadium	Salary: £28,600 (for 25 hours per week)
Reports to: The Board of Trustees	Application Deadline: Sunday 20 April, 5 pm

COMPANY OVERVIEW

Grangemouth Community Sports Trust is a charity set up to manage Grangemouth Stadium for community benefit.

Grangemouth Stadium is central Scotland's premier athletics training and competition facility and hosts a large number of regional, national and international events, squad training days and coaching conferences. It has been the home of many Olympic and Commonwealth squad teams for training and boasts the relocated Hampden track from the 2014 Commonwealth Games. It is home to Falkirk Victoria Harriers and Forth Valley Flyers and is of huge importance to the local community.

The Stadium Manager will have the unique opportunity to grow and diversify usage to create a community sport and health & wellbeing hub for Grangemouth and central Scotland.



MAIN DUTIES AND RESPONSIBILITIES

This is an exciting opportunity to lead Grangemouth Stadium, a nationally important sports facility, on the next stage of its journey supported and guided by an experienced Board of Trustees.

Your main duties and responsibilities:

- Responsible for the overall management of Grangemouth Stadium
- Business planning and performance reporting
- Managing employed staff, casual workers and volunteers
- Marketing and business development
- Partner and community engagement
- Fundraising
- Health and safety compliance
- Compliance with relevant licences, legal and financial requirements



EDUCATION & QUALIFICATIONS

- Qualified to at least HND level in Sports Development/Management, Business Development, or similar



ESSENTIAL AND DESIRABLE SKILLS/EXPERIENCE/ATTRIBUTES

- Managing People (Essential)
- Sports or Business Development (Essential)
- Management experience (Essential)
- Self-motivated and the ability to motivate others (Essential)
- Facility Management (Desirable)
- Sales and Marketing (Desirable)
- Community Engagement (Desirable)
- Fundraising (Desirable)



WORKING CONDITIONS

- 25 hours per week across 5 days per week (with the possibility of increasing as the business grows)
- Permanent, part-time
- Based at The Stadium, working both within the office and throughout The Stadium



BENEFITS

- Competitive Salary
- Company Pension Scheme
- 33 days holiday per year, including bank holidays, pro rata for part-time position
- Flexible working hours. You will be required to work some evenings and weekends

