



Grangemouth Community Sports Trust

Information for applicants for the position of

Stadium Attendant

Salary £9,523
(15 hours per week)
[18 Months Fixed Term]

**Please note that this is a 15 hours per week post, with frequent opportunities for overtime*

This post is employed by **Grangemouth Community Sports Trust**. You will work directly with the on-site team at the Stadium, reporting to the Stadium Manager.

About Us

Grangemouth Community Sports Trust is a charitable organisation established to transform Grangemouth Stadium into a thriving, inclusive, and sustainable hub for athletics and community life. Driven by the belief that sport is a catalyst for individual wellbeing and community regeneration, we are committed to ensuring the Stadium serves current and future generations in Grangemouth and beyond.

Our vision is to transition Grangemouth Stadium into a vibrant, community-led asset that is financially sustainable, widely accessible, and central to local life. We aim to preserve its historic legacy while unlocking its full potential as a centre for athletic excellence and community wellbeing.

About You

We are looking for someone that is motivated and enthusiastic with a passion for sport, particularly community sport. You thrive on working with people of all ages and abilities, and you are committed to creating inclusive, fun, and safe sporting opportunities.

You have strong organisational and communication skills, with the ability to work collaboratively with the Stadium's stakeholders, members of the local sporting and business communities, as well as the general public. You're a team player who can also work independently, showing initiative and flexibility. Most importantly, you are dedicated to inspiring others, supporting athletes and volunteers, and making a positive impact within the community.

About the Role

This role will start at 15 hours per week with opportunities for overtime and will involve:

- To adhere to current operating procedures for the facility, including the facilities Normal Operation Procedures and Emergency Action Plan, the company's Safety policy and the Health and Safety principles contained therein
- To attend regular Health & Safety training to maintain the required Health & Safety competency required for this post
- To patrol the building in order to carry out routine maintenance and building security
- To attend regular training to maintain the required competency standards
- Where required, to undertake basic administration functions including taking bookings, receiving cash through the computerised booking system, receiving customers, telephone calls and receiving goods
- To oversee the general safety and behaviour of the public, clubs, spectators and users and to direct their activities to prevent injury or misuse and damage to facilities
- To undertake other duties as required by centre management

Place of Work

The successful candidate will work at Grangemouth Stadium, FK3 0EE

Salary

The starting salary offered for the post will be **£9,523** per annum (£12.21 per hour).

Hours of work

The person appointed will be expected to work for 15 hours per-week mainly in the evenings (5pm to 9pm). There will be the requirement to work occasional weekends.

Pension

Company Pension Scheme

Annual Leave and Public Holidays

33 days holiday per year, including bank holidays, pro rata for part-time position

Probationary Period

All new members of staff will serve a six-month probationary period before their appointment is confirmed.

Notice

This post carries a one-month period to terminate employment after the satisfactory completion of the probationary period.

