



Barrow AFC

The Progression Solicitors Stadium, Wilkie Road
Barrow-in-Furness, LA14 5UW

☎ 01229 666 010 🌐 barrowafc.com

Barrow AFC Hospitality Manager

Job Description

Reporting to the Chief Executive, the successful candidate will have overall responsibility for the running of all Club events including matchdays, function room hire, Club events and other functions as required.

Duties will typically involve:

Standard hospitality duties

- Responsible for the successful delivery of all Club events;
- Responsible for recruitment and management of casual workers and volunteers to staff events;
- Responsible for stock management including regular stock-taking, order placement and re-stocking;
- Manage event booking calendar to ensure optimal usage of Club facilities;
- Provide monthly hospitality performance updates and season forecasts for the Chief Executive;
- Engage with Media Manager and third parties to ensure appropriate marketing and promotion of Club events;
- Develop and maintain key relationships, both internally and externally, to ensure continued support for future events;
- Develop budgeted proposals for events, including information such as target audience, venue, catering, entertainment, projected attendance figures and pricing strategies, sponsorship strategies and resource plans;
- Respond to all incoming queries and questions (by telephone, email, post or face-to-face) in relation to events in a timely and professional manner.

Matchday duties

- Responsibility for the staffing and operation of all bars and outlets including Cross Bar, Fan Zone, refreshment huts and hospitality suites;
- Site closing activities including close-down of facilities, cleaning and cashing up.



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Skills and experience

- Previous hospitality experience is essential;
- Experience of multi-location event operations is desirable;
- Experience of managing budgets and stock inventory is highly advantageous;
- Confident and outgoing; effective communicator;
- Excellent organisational skills;
- Must hold, or be willing to hold, a personal alcohol license;
- Self-motivated; driven to meet and exceed given targets;
- Valid full UK driver's license would be an advantage.

Hours of Work

This is a full-time position offering flexible but unsociable hours and a requirement for evening and weekend work.

Holidays

20 working day holidays plus statutory bank holidays.

Salary

Competitive. Includes basic salary and performance-based bonus structure.

To apply, please send CV plus a covering letter including why you would be the suitable candidate for the role, your previous experience and salary expectations to Levi Gill (Chief Executive) at recruitment@barrowafc.com.

Closing date: Friday 9th April 2021.

Barrow AFC is an equal opportunities employer and welcomes applications from all sections of the community.