



<b>Organisation</b>	Preston North End FC
<b>Position</b>	Stewarding Roles
<b>Salary</b>	Minimum Wage (Hourly rate of pay)
<b>Location</b>	Preston North End FC, Sir Tom Finney Way, Deepdale, Preston, PR1 6RU
<b>Type of Contract</b>	A football season contract.
<b>Job Reference</b>	PNE1044
<b>Closing Date</b>	Monday 18th June 2018 at 5pm

**Preston North End have a number of vacancies in various areas of the stewarding team.**

Are you a team player who can provide a high level of customer service? If so we have a number of opportunities for mature, confident, outgoing individuals, with good customer service and communication skills, with a professional friendly approach.

Opportunities exist for stewards to work in all areas of the stadium including the corporate areas, turnstiles, car parks and all areas of each stand.

Working on matchdays at Deepdale, you will be part of the team ensuring safety for all. Training is provided to level 2 NVQ in spectator safety which all stewards must undertake.

Applicants must be reliable, conscientious and comfortable working both independently and as part of a team.

If so, Preston North End FC have a number of opportunities within our stewarding team for mature, confident, outgoing individuals who can offer a high level of customer service to our supporters on a matchday.

The following roles are available for the start of the 2018/19 season;

- 1) Safety Stewards - must be 18 years or over
- 2) Car Park Attendants – must be 18 years or over
- 3) Hospitality (blazer) stewards – must be 18 years or over

You must have excellent communications skills and a friendly approach at all times. The opportunities are for a variety of roles in all areas of the Ground Safety Team Operations including each stand within the stadium, car park attendants, turnstile operators and hospitality areas.

We are looking for reliable, conscientious applicants who are comfortable working both independently and as part of a team.

**How to apply:**

The closing date for this position is Monday 18<sup>th</sup> June 2018 at 5pm. Application forms can be sent via email to [jobs@pne.com](mailto:jobs@pne.com) or via post. Please include the job reference PNE1044 and tick which position(s) you are applying for.

Please complete the application and return via email to [jobs@pne.com](mailto:jobs@pne.com), hand it in person at the main office suite reception at Preston North End FC Stadium or return via post to;

FAO Business Development Manager  
 Preston North End Football Club  
 Sir Tom Finney Way  
 Deepdale  
 Preston  
 PR1 6RU

Please also complete the equal opportunities monitoring form and return this to the address above in a sealed envelope. Full details and the required forms can be downloaded below.

**Interview Dates**

Group interviews will take place shortly after the closing date.

The roles are subject to two work references and in some cases a DBS check (Disclosure Barring Check).

JOB DESCRIPTION	
<b>1.</b>	<b>Job Roles</b>
	<ol style="list-style-type: none"> <li>1) Safety Stewards – must be 18 years or over.</li> <li>2) Car Park Attendants – must be 18 years or over.</li> <li>3) Hospitality (blazer) stewards – must be 18 years or over.</li> </ol>
	<b>Salary</b>
	Minimum wage (hourly rate of pay)
	<b>Hours of Work</b>
	<p>You will be required to work at each home match event at Deepdale Stadium as a minimum. This will include weekends, mid-week fixtures and will include bank holidays. There will be opportunities to work additional hours at various other events held at Deepdale Stadium.</p> <ol style="list-style-type: none"> <li>1) Safety Stewards - a minimum of four hours at each matchday event.</li> </ol>

		<p>2) Car Park Attendants – a minimum of six hours at each matchday event.</p> <p>3) Hospitality (blazer) stewards – a minimum of four hours at each matchday event.</p>
	<b>Location</b>	Preston North End FC, Deepdale, Sir Tom Finney Way, Preston, PR1 6RU.
	<b>Responsible To</b>	Ground Safety Team
	<b>Responsible For</b>	N/a
	<b>Contractual Status</b>	This is a season long position and will be reviewed season by season.
2.	<b>Overall purpose of the Job</b>	<p>The role requires you to work independently and as part of a team. You will be providing safety for all supporters attending an event at Preston North FC stadium.</p> <p>The role requires you to be reliable, flexible and conscientious.</p> <p>Full training will be provided as will the opportunity to work towards an NVQ Level 2 in Spectator Safety.</p>
3.	<b>Duties and Responsibilities</b>	<p>1. To provide safety for all supporters attending Preston North End FC Stadium.</p> <p>2. To be comfortable working independently and as part of a team when required.</p>
4.	<b>General</b>	<p>To, at all times, represent Preston North End Football Club in a professional manner regarding appearance, presentation, personal hygiene, attitude, conduct and professionalism.</p> <p>To be able to, with notice, work additional hours and flexible hours where the needs of the business requires.</p>

PERSON SPECIFICATION	DESCRIPTION
<b>1. KNOWLEDGE, EXPERIENCE AND SKILLS REQUIRED</b>	
1. Mature, confident, outgoing individuals who can offer a high level of customer service.	
2. Excellent communications skills and a friendly approach.	

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably required.

### **Safeguarding Statement**

The EFL is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment.

Some of these posts may require a Criminal Record check (DBS).

### **General Information**

The employee must at all times carry out their duties with due regard to the Preston North End Community and Education Trust policies and procedures.

The employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.

You will be asked to provide details of referees for the previous five years working history. Preston North End FC is an equal opportunities employer.