



Organisation	Preston North End FC
Position	Various Stewarding Roles
Salary	Minimum wage with increases for certain skill based roles (Hourly rate of pay)
Location	Preston North End FC, Sir Tom Finney Way, Deepdale, Preston, PR1 6RU
Type of Contract	A football season contract.
Job Reference	PNE – 1088
Closing date	Recruitment is ongoing for these positions.

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 communication skills who can offer a professional friendly approach and provide a high level of customer service to our supporters on a matchday.

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.

The following roles are available;

- 1) Safety Stewards - must be 18 years or over
- 2) Car Park Assistants – must be 17 years or over
- 3) Hospitality (blazer) stewards – must be 18 years or over
- 4) Access Assistants – must be 17 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, access assistants at turnstiles, and hospitality areas.

How to apply:

Application forms can be sent via email to jobs@pne.com, via post or handed in to the main office suite reception in person. Please include the job reference PNE-1088 and tick which position(s) you are applying for.

Post to;
 FAO Business Operations and HR 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

Interviews and Inductions will take place at a mutually agreed time and date shortly after receiving your application form.

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

JOB DESCRIPTION

1.	Job Roles	<ol style="list-style-type: none"> 1) Safety Stewards – must be 18 years or over. 2) Car Park Assistants – must be 17 years or over. 3) Hospitality (blazer) stewards – must be 18 years or over. 4) Access Assistants – must be 17 years or over
	Salary	Minimum wage (hourly rate of pay), with increases for certain skill based roles.
	Hours of Work	<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"> 1) Safety Stewards - a minimum of four hours at each matchday event. 2) Car Park Assistants – a minimum of six hours at each matchday event. 3) Hospitality (blazer) stewards – a minimum of four and a half hours at each matchday event. 4) Access Assistants – a minimum of four hours at each matchday event.

	Location	Preston North End FC, Deepdale, Sir Tom Finney Way, Preston, PR1 6RU.
	Responsible To	Ground Safety Team
	Responsible For	N/a
	Contractual Status	All positions are for the current season only. You will be invited to re-register for all future seasons.
2.	Overall purpose of the Job	<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.	Duties and Responsibilities	<ol style="list-style-type: none"> 1. To provide safety for all supporters attending Preston North End FC Stadium. 2. To be comfortable working independently and as part of a team when required.
4.	General	<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
1. KNOWLEDGE, EXPERIENCE AND SKILLS REQUIRED	
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

Preston North End FC are committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment. You will be required to provide details of references for the previous five years working history.

General Information

The employee must at all times carry out their duties with due regard to the Preston North End 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.

Preston North End Football Club is an equal opportunities employer.