



JOB OPPORTUNITY – SAFETY & SECURITY MANAGER

Reporting to the Head of Operations, you will ensure the security of all Club premises, and the safety of all people attending events at The City Ground in accordance with the Safety Certificate and the Club's Policy for Spectator Safety, through the establishment, operation and monitoring of suitable systems and controls, maintaining compliance with all relevant legislation and best practice.

Your duties will be to:

1. Co-ordinate, monitor and advise on all safety matters affecting the Stadium;
2. Establish, maintain and review Safety Policy in line with changes in legislation, best practice and identified problems through appropriate risk assessment;
3. Ensure that the provisions of the Safety Certificate issued by Nottinghamshire County Council are acted upon;
4. Maintain compliance with all requirements of the Safety at Sports Grounds legislation (The Green Guide) and other advisory documents issued by the Sports Ground Safety Authority;
5. Consult regularly with senior representatives of Nottinghamshire Police, Fire and Rescue Service, East Midlands Ambulance Service and Nottinghamshire County Council regarding spectator safety and security;
6. Attend Nottinghamshire CC Safety Advisory Group meetings representing Club interests;
7. Liaise with the Emergency Services in the event of critical incidents and keep senior Club officials fully informed of developments.
8. Oversee and review Stewarding requirements for Matchdays to ensure numbers of staff and allocation complies with the Safety Certificate.
9. Review and implement appropriate elements of Health & Safety Legislation in relation to crowd safety and large events, liaising with the Health & Safety Executive and other relevant bodies;
10. Ensure that fire safety at the stadium is of the highest order by enforcing fire safety instructions, and carry out fire drills in line with current legal requirements and the Fire Regulations Order;
11. Manage and continually review the Security Contractor and their duties at all Club sites;
12. Investigate and respond to customer complaints arising from safety & security activities;
13. Liaise with Supporters Associations, assist in the planning of future events, and represent and advise the Club on disability matters.
14. Continually review the operation of the dept. and implement actions to improve its effectiveness and keep up to date with changes/trends in football, adopting best practice where appropriate;
15. Liaise with and assist other departments with the preparation and launching of new initiatives.





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You will have:

- Experience in a similar role involving spectator safety and large crowds at big sporting events
- NVQ Level 4 qualification in Spectator Safety or equivalent, or Safety Management qualification or be working towards qualification
- Highly developed problem-solving skills, resilience, and work well in pressurised and stressful situations
- Flexibility to deal with issues out of hours and at short notice
- The ability to develop a culture of continuous improvement and embed this within your team
- A team approach both within and between departments assisting others where appropriate.
- Strong interpersonal skills with the ability to communicate confidently with the public, contractors, employees at all levels in and outside the Club
- Strong leadership and management skills, commercial awareness and excellent decision-making skills.
- Sound organisational skills, able to prioritise and manage own workload and that of allocated staff.

Please note:

- You will be required to work on all home match days and to work across all Club sites including the Stadium, Club offices and Training Ground, so a flexible approach to hours is required.
- A Disclosure and Barring Service Criminal Records Check may be required (CRC). Postholders will be asked about any previous convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

Application is via CV with a one page covering letter to jobs@nottinghamforest.co.uk

Closing Date: 12 February 2018

