Job Title: Catering Manager (Bodymoor Heath Training Ground)

Department: Operations Department

Hours of Work: Full-Time (including the ability to work flexibly across evenings and weekends as required - depending on team schedules)

Contract Type: Permanent

Salary: Attractive Remuneration Package

Location: Bodymoor Heath Training Ground

Closing Date: Sunday 25 September 2022

1. The Department

The Operations Department is a key integral function within Aston Villa Football Club, which is responsible for delivering across a diverse range of areas such as Health and Safety, Security & Matchday Safety, Facilities Management, IT, and Catering Management. The Operations Department supports all Club Sites including Villa Park and Bodymoor Heath Training Ground.

2. The Role

The Club has a new, exciting opportunity for a proactive, dedicated, experienced catering management professional to oversee and manage the catering operation across our Bodymoor Heath Training Ground Estate. This key role will manage the impact of changes to service for the overall Training Ground budget and catering operation, whilst also providing support to the Club’s External Catering Partner in management of rota planning and resources to deliver catering requirements.

You will provide day to day management of the Club’s departmental and personal service needs across the Club’s Training Ground, whilst demonstrating effective communications between Club staff and our external Catering Partner. This post will also be responsible and accountable for the Club’s Training Ground catering budget across our First Teams and Academy provisions.

For further information about the Role, please see the Role Profile.

3. The Person

The successful postholder will have demonstrable experience of working in a similar catering management role, ideally within a Football Club environment. You should also have proven experience of building strong relationships and working collaboratively, as well as in-depth knowledge of managing budget, cost controls and purchasing. An ability to work flexibly, including evenings and weekends as required (depending on team schedules) is essential for this post.

This role is based within a busy, fast paced and changing environment, so you will need to
work well under pressure, whilst maintaining a proactive, calm, positive attitude. You will need strong organisational skills and be proficient in using IT systems such as Microsoft Office (Outlook, Word, Excel, and PowerPoint).

As part of your application, please ensure you upload your CV and Cover Letter.

For further information, the Role Profile and to apply please go to careers.avfc.co.uk/jobs

Right to Close Vacancy Posting Early

The Club reserves the right to close any advertised vacancies earlier than the advertised closing date if sufficient applications have been received.

Equality Statement

Aston Villa Football Club celebrates the diversity of its Club and embrace equal opportunities for all. We are proud to be a Disability Confident employer and fully support The FAs Football Leadership Diversity Code.

We welcome applications from all candidates regardless of age, race, disability, gender reassignment, pregnancy and maternity, sexual orientation, marriage and civil partnership, sex and religion or belief.

Safeguarding Statement

Aston Villa Football Club is fully committed to safeguarding children and adults at risk across our Club. As such, we adhere to Safer Recruitment processes and for some roles a satisfactory enhanced disclosure via the Disclosure & Barring Service may be required prior to starting in a role at the Club. For more information, please see Aston Villa Football Club | The official club website | AVFC - Safeguarding