



ASTON VILLA FOOTBALL CLUB

Job Title: Kit and Equipment Assistant

Department: Kit and Equipment Department

Hours of Work: Full Time

Contract Type: Permanent

Salary: Up to £25,000 per annum depending on experience

Location: Bodymoor Heath Training Ground

Closing Date: Sunday 6 November 2022

Interview Date: Thursday 24 November 2022

1. The Department

An exciting opportunity has arisen for an Assistant to join the Kit and Equipment Department at Aston Villa Football Club. The Kit and Equipment Department aim and strive to provide the best service and support to players and staff to give them all the necessary tools they need to be able to perform to an elite standard. You will be joining an exciting environment with an enjoyable, hard-working ethic and working in a world class training facility.

2. The Role

The role will involve assisting the Head of Kit and Equipment Operations with all the activities of the Kit Room, Laundry and Boot Room. You will assist with all requirements for the First Team, from preparing kit and equipment for training whilst also preparing, packing, and travelling to First Team games when required, working within strict deadlines. You will support in the management of the kit inventory system which will include ensuring the kit allocation policy is adhered to, kit requirement forecasting, order creating, delivering scheduling, kit distribution and stock management. The role will also involve working in the laundry to assist with the laundering of First Team, U21, U18 and Academy match and training kits as and when required. You will be given the opportunity to flourish in your role and will be given all the training and support you need.

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

3. The Person

The successful candidate must hold a full, clean UK driving licence. You must be trustworthy and able to work collaboratively, building strong working relationships. You will need to be organised and be able to prioritise tasks effectively. Previous experience of working in a professional sporting environment is desirable.

You must be available to work flexible and irregular hours which will include matchday working, evenings and weekends. You will also be expected to travel domestically and internationally as and when required.

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](#)