



GAMES PROGRAMME MONITOR

Regional Based and may involve travel to central locations

Casual/Flexible Basis

£80 per fixture

The successful candidate will be responsible for checking Academy players in each match-day squad have an EFL ID Card, checking relevant match-day paperwork and completing reports to the EFL.

The successful candidate will be able to demonstrate the following essential requirements:

1. An understanding of the EFL and its 72 member clubs and the wider Football Family.
2. Experience of a football Academy environment
3. Strong communication and written skills and the ability to develop constructive working relationships with both within and external to the organisation.
4. A confident and professional manner
5. Examples of self-motivation and the ability to work on own initiative
6. Diligent work ethic
7. Excellent attention to detail
8. Microsoft Office skills, an intermediate knowledge of Excel, Word and Outlook.
9. Ability to travel to and from fixtures and events
10. Able to work pro-actively and on own initiative

Advantageous:

1. Knowledge of the EFL EPPP
2. Previous experience of events administration

The EFL is committed to creating an inclusive and diverse environment and is proud to be an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, ethnicity, religion or belief(s), gender, gender identity or expression, sexual orientation, marital status, disability, age or with regards to pregnancy or maternity.

For a full job description and application form, please visit www.efl.com. Completed application forms should be returned to jdexter@efl.com.

Closing Date:
Interview Date:

Friday 13th September 2019, 5.00pm.
To be Confirmed