



**Job Title:** Safety Officer

**Location:** Boundary Park, Oldham

**Reports to:** General Manager

**Internal Liaison:** All departments

**External Liaison:** The English Football League, The FA, The PFA, GMP

**Working hours:** Part time plus all home matchdays

**Salary:** Competitive salary

To ensure the safety of all people attending events at Boundary Park in accordance with the terms & conditions of 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

**Main role and responsibilities:**

**What you'll be doing:**

- Co-ordinate, monitor and advise on all safety matters affecting the Stadium.
- Establish, maintain and review Safety Policies in line with legislation including UK Health & Safety Laws, best practice and identified problems through the appropriate risk assessment.
- Ensure that the provisions of the Safety Certificate issued by Oldham Council are acted upon.
- 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.
- Consult regularly with senior representatives of Greater Manchester Police, Fire and Rescue Service, North West Ambulance Service and Oldham Council regarding spectator safety and security.
- Liaise with the Emergency Services in the event of critical incidents and keep senior Club officials fully informed of developments.
- Oversee and review Stewarding requirements for matchdays to ensure numbers of staff and allocation complies with the Safety Certificate.
- 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.
- Ensure that fire safety at the stadium is of the highest order by enforcing fire safety instructions. Carry out fire drills in accordance with current legal requirements and in accordance with the Fire Regulations Order.
- Investigate and respond to customer complaints arising from Safety activities.
- Continually review the operation of the dept and implement actions to improve its effectiveness and keep up to date with changes/trends in football and adopt best practice where appropriate.
- Liaise with and assist other departments with the preparation and launching of new initiatives.

**Skills, Knowledge and Experience:**

- NVQ Level 4 Qualification in Spectator Safety, or Safety Management qualification or working towards qualification.
- Experience in a similar role involving spectator safety and large crowds at big sporting events



- Highly developed problem-solving skills, is resilient, works well in pressurised and stressful situations.
- Flexibility to deal with issues out of hours and at short notice.
- Develop a culture of continuous improvement and the ability to embed this ethos within your team.
- Fosters 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.

**Person specification Required:**

- Excellent interpersonal and communication skills
- IT skills to include the ability to use Microsoft Office (Excel, Word and Outlook)
- Knowledge of policy development and implementation
- Strong organisational, administrative and timekeeping skills
- Meticulous attention to detail

**Safeguarding**

To ensure compliance with the company's safeguarding policy a DBS will be a requirement for this role.

**How to apply**

To apply please provide your CV plus a covering letter including why you would be the ideal candidate for the role, your previous experience and salary expectations to:

Safeguarding@oldhamathletic.co.uk

Closing date for applications is 17:00 on Friday 28<sup>th</sup> January 2022.

Due to the role being available for imminent start we may conduct interviews before the closing date. All interviews will be at the earliest available opportunity.