

**Job Title: Stadium Supervisor**

**Location:** The John Jenkins Stadium, Portsmouth

**Hours:** Flexible – mainly evenings and weekends

**Reporting to:** Stadium Operations Manager

**Salary:** Standard hourly rate

**About Pompey in the Community**

Pompey in the Community is the official charity of Portsmouth Football Club. We deliver life-changing programmes across education, health, employability, and sport. We support thousands of people across Portsmouth each year.

**About the Role**

We're looking for a reliable and enthusiastic Stadium Supervisor to help us create a safe, welcoming, and enjoyable environment for everyone who uses our facilities.

This is a hands-on role where no two days are the same. You'll be at the heart of the stadium's day-to-day operations – supporting customers, keeping things running smoothly, and making sure the site is ready for every session.

You'll also support the smooth running of our bar and tea hut, helping to provide a friendly and efficient service to visitors.

If you enjoy working with people, take pride in your work, and can stay calm under pressure, we'd love to hear from you.

**What You'll Be Doing**

- Opening the stadium and preparing it for use
- Closing and securing the site at the end of the day
- Welcoming visitors and helping them with any queries
- Supporting the day-to-day operation of the bar and tea hut
- Serving refreshments and ensuring these areas are clean, stocked, and well-presented
- Keeping an eye on the facility to ensure it stays safe and well-maintained
- Carrying out basic checks and reporting any issues
- Supporting with general tasks such as cleaning, parking, and pitch setup
- Making sure everyone is using the site safely and appropriately

**What We're Looking For**

- A positive, friendly attitude and a willingness to help others
- Someone who can work both independently and as part of a team
- Good communication skills
- The ability to stay organised and handle busy situations
- A strong sense of responsibility and pride in your work

**Desirable (but not essential)**

- Experience working in a customer service, hospitality, or similar environment
- Basic knowledge of Microsoft Office (Word, Excel, Outlook)

**Safeguarding Commitment**

We are committed to safeguarding and promoting the welfare of children and vulnerable individuals. All staff are expected to share this commitment, follow safeguarding procedures, and report any concerns appropriately.

**Why Join Us?**

- Be part of a team that makes a real difference in the local community
- Work in a varied and active role
- Gain valuable experience across sport, events, and hospitality
- Flexible working hours to suit your schedule

Closing date: Friday 15<sup>th</sup> May