



VENUE OPERATIONS MANAGER

Full-time role based mainly in Beckenham – salary £30,000 p.a.

Founded in 1870, Kent Cricket is an English county cricket club, with its main base in Canterbury. Kent has a long history in cricket and the club has always been a dominant force in English cricket.

The Club also has responsibility for all community cricket in Kent, meaning that it is the delivery hub for all men's and women's cricket countywide. Kent Cricket is at an exciting phase in its history. It is crucial that we must build on the achievements of the past, the recent progress and move forward to ensure that cricket in Kent not only continues to prosper but is a leader.

Kent Cricket has an exciting opportunity in its Venue Operations team for a Manager that can deliver on matchday operations and co-ordinate capital expenditure and facilities projects.

Applicants should have excellent planning and organisational skills, as well as the ability to deliver in a real time pressured environment, make decisions and develop relationships with key venue stakeholders, both internal and external.

The successful candidate will:

- Manage a varying range of venue projects; from renovation of buildings to IT upgrades to installation of screens and seats.
- Lead on the planning and delivery of match day operations - working with partners and contractors on additional match day overlay such as marquees, additional toilet facilities, power and sound.
- Liaise with the ECB and Sky for televised fixtures and county wide venue protocols.
- Oversee commercial leases, event licences and planning applications.
- Work closely with other members of the Venue Operations team as well as Event Operations, Cricket Operations and other areas of the business to help deliver safe and successful match days and events

We're committed to creating an inclusive workplace that promotes and values diversity. Companies that are diverse in age, gender identity, race, sexual orientation, physical or mental ability, ethnicity, and perspective are proven to be better companies.

More importantly, creating an environment where everyone, from any background, can do their best work is the right thing to do and we therefore encourage applications from all sections of the community.

Personal Attributes



The Club is looking for someone who has experience in a similar role involving planning and delivering projects:

- An understanding of cricket and match day operations would be desirable but not essential.
- Competent with managing budgets and supplier contracts.
- Experience in writing documents, guidelines and policies would be an advantage.
- Exceptional organisational skills with motivation and passion to deliver first-class facilities and experiences.
- Ability to work flexible hours and travel to Canterbury for meetings and Kent Cricket home matches that may take place in the evenings or at weekends.

Terms

- Full-time role
- Salary: £30k
- This role is office based and will be based at The County Ground, Beckenham but will be required to also work from The Spitfire Ground, Canterbury when required.

Application

Please submit your CV and a short (Maximum 150 word) statement of support stating why you are the ideal candidate for the role - to our Venue Operations Director via anna.spencer@kentcricket.co.uk.

Deadline for application: 09:00 on Monday 24 January.