

Principal: Nicola Ashton BA (Hons), NPQH

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Kepier

Inspire • Challenge • Support

Community Sports Manager to start as soon as possible

37 hours per week - Permanent - Full Time - NJC 15 - 22 (£22,911 to £26,317)

We are re-advertising the excellent opportunity which has arisen for an experienced Community Sports Manager to join our fast-paced organisation. Based in Houghton-le-Spring, Kepier is a large secondary Academy with ambitious plans for the future. The successful candidate will be hardworking, extremely organised with meticulous attention to detail and excellent communication skills. Your role will be wide ranging and the ability to prioritise workload, remain calm under pressure and maintain a good sense of humour is essential!

We are looking for a manager who will develop the community use of our school facilities, including a new 3G Artificial Pitch (opened September 2019). The successful candidate's working hours will include evening and weekend hours.

Applicants must possess:

- a recognised qualification at NVQ level 3 or equivalent experience in Sports, Leisure or marketing;
- experience in community provision, leisure, sports or marketing;
- experience in supporting the submission of bids;
- experience of budget management;
- high standard of literacy and numeracy skills; and
- experience of organising community events.

Kepier is committed to promoting and safeguarding the welfare of children and young people. Enhanced Certificate of Disclosures are required for this position. Please note that in all cases written references will be sought and made available to interviewers before the final selection stage.

Application form, job description and person specification are available online at www.kepier.com. Applications should address the candidate profile, key attributes and evidence experience relating to the full job description; applications by CV only will not be accepted. Applications to be returned to stobbartc@kepier.com no later than 12 noon on Thursday, 27th February 2020. It is hoped that interviews will take place on Monday, 2nd March 2020. Candidates who have previously applied are invited to re-submit applications if they wish to do so.

We fully appreciate the time and effort required in completing an application and, whatever the outcome of this particular process, we are grateful for your interest in working at Kepier and wish you every success with your future career. Applicants who have not been contacted within 2 weeks of the closing date should assume they have been unsuccessful.

Registered Office:
Dairy Lane, Houghton-le-Spring,
Tyne and Wear DH4 5BH
Company Registered in
England and Wales:
Registered Number 07693870

