



JOB DESCRIPTION

JOB TITLE: BARS AND EVENTS MANAGER

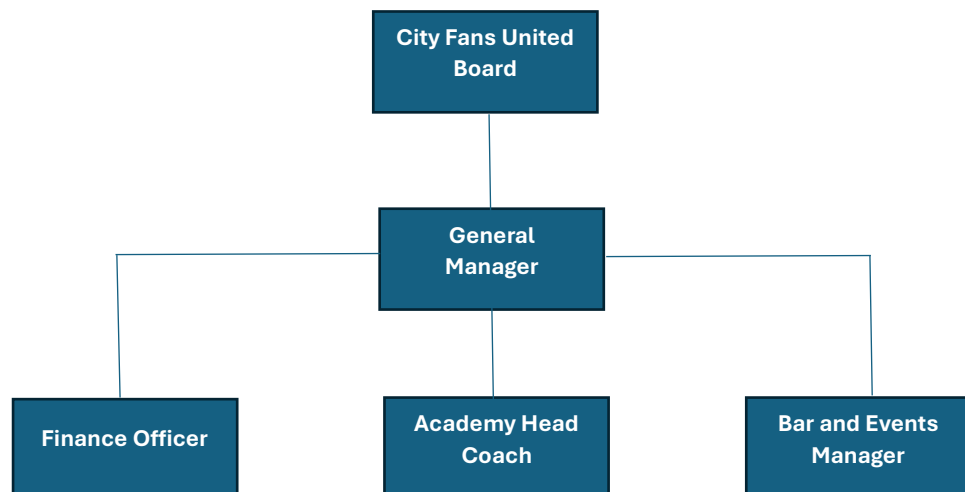
JOB TYPE: 30-37.5 HOURS PER WEEK, WITH FULL AND PART-TIME BOTH CONSIDERED

REPORTS TO: GENERAL MANAGER

DATE: APRIL 2025

JOB PURPOSE: To lead and manage all the Club's bars and event spaces professionally with a commercially minded approach. The role aims to grow the operation beyond matchdays and weekends into a full-week trading model, increasing revenue and community engagement.

ORGANISATIONAL STRUCTURE



DIMENSIONS

- The current operating budget of the Club is circa £1.3M. Bar turnover in 2023/24 was in excess of £100K.

CORE VALUES OF THE CLUB

- RESPECT
- INTEGRITY
- VISIONARY
- PASSION
- FANS FIRST
- BELIEF
- RELIABLE



MAIN RESPONSIBILITIES

- Working with and reporting to the General Manager, demonstrate an ambitious and entrepreneurial mindset, taking full operational ownership of the bars and potentially in the future the kiosks, ensuring seamless operations at all times.
- Proactively identify and promote opportunities to increase event bookings and extend bar operating days to drive revenue growth.
- As the club's Designated Premises Supervisor under the Licensing Act 2003, ensure full compliance with all relevant legal and regulatory requirements.
- Recruit and lead the training and development of the team, fostering a culture of continuous improvement, compliance and exceptional service.
- Take full responsibility for all aspects of the bar operation with a particular focus on matchdays and other key events. Monitor bar and event-related P & L performance to control costs and contribute to forecasting/budgeting.
- Ensure that all club events or functions are delivered to a consistently high standard, reflecting the Club's commitment to quality and guest experience.
- Oversee all aspects of stock control including ordering, stock rotation and ensuring product availability.
- Manage key supplier relationships (e.g breweries and drinks suppliers) to ensure consistent service and best value.
- Take responsibility for the opening and closing of the bar and Club premises, supervising and delegating this function as appropriate.
- Maintain the highest standards of cleanliness across all bar areas, managing third party cleaners where applicable.
- Promote sustainable practices across bar operations to contribute to waste reduction and the maximisation of recycling in accordance with the Club's Green Strategy.
- Uphold the Club's safeguarding policies and contribute to a safe environment for children and vulnerable adults.
- Undertake any other reasonable duties and responsibilities as requested by the General Manager or other senior leadership team member.

KNOWLEDGE, SKILLS AND EXPERIENCE

- Proven ability to work collaboratively across diverse teams.
- Strong entrepreneurial mindset and demonstrable record of business growth or development.
- Holder of a valid Personal Licence (or willingness to obtain one).
- Demonstrate trustworthiness and reliability in all duties.
- Flexible and available to work varied hours, including evening and weekends.
- Excellent organisational and time management skills.
- Strong passion for delivering high-quality service and experiences.

OTHER CONTEXTUAL INFORMATION/SPECIAL FEATURES

Chester Football Club is supporter-owned and has a clear ethos of being financially sustainable and community focused while striving to play at the highest level possible in the English pyramid. All staff are expected to uphold this ethos, comply with all club policies and procedures and the relevant legislative and regulatory requirements while promoting a positive image of Chester Football Club and City Fans United.