

PERSON SPECIFICATION
Sport Operations Manager
Vacancy Ref: A3450

Criteria	Essential/ Desirable	Application Form / Supporting Statements/ Interview *
Experience working in a Sport or Leisure Facility in a management role	Essential	Supporting statements / Interview
Demonstrable experience of effectively leading, motivating, developing and managing large teams	Essential	Supporting statements / Interview
Experience of developing and successfully implementing staff training programmes	Essential	Supporting statements/ Interview
Demonstrable experience of successfully managing budgets in line with organisational procedures	Essential	Supporting Statements/ Interview
Demonstrable experience of monitoring and maintaining exceptional customer service standards	Essential	Supporting Statements/ Interview
Demonstrable experience of successful business development within a leisure environment	Essential	Supporting Statements/ Interview
Experience of managing health and safety systems within a sports environment, with knowledge of relevant legislation relating to the sports facilities	Essential	Supporting Statements/ Interview
Proven communication and interpersonal skills, with the ability to build rapport and develop effective relationships across different teams	Essential	Supporting Statements/ Interview
Strong influencing and negotiation skills	Essential	Supporting Statements/ Interview
National Pool Plant Operator qualification	Essential	Application Form
Nation Pool Management Qualification (or ability to pass within first three months)	Essential	Application Form
IOSH qualification	Essential	Application Form
Experience of working in Sport in a Higher Education environment	Desirable	Application Form

Experience of managing a Group Exercise offering within a leisure environment	Desirable	Supporting Statements
Fitness Qualifications	Desirable	Application Form

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.