**Safety Officer**
**Aldershot Town Football Club**

Location: The EBB Stadium, Aldershot
Hourly Rate: £ (Dependent on experience)
Hours: Part-Time (on Home Matchdays & ad hoc to suit)

**ABOUT THE ROLE**
The club requires an experienced Safety Officer to support the club on home matchdays. To monitor, adapt and ensure the safety practices and necessary safety resources for all first team home matches and other events.
The role will ensure safety policies and procedures are shared with staff and supported by effective
training, briefing and monitoring.
The position will provide a liaison between the club and supporting agencies, which will include the
local council, public health, National League / FA, police/ Ambulance Service / SGSA, SAG & 3rd party
contractors.

**KEY RESPONSIBILITIES**
• Ensure the safety and security of all staff, spectators, and other visitors to the EBB Stadium on event
days. Working closely with the management team, stewarding and safety team to establish suitable
systems and controls.
• The Safety Officer will be responsible for providing necessary safety resources for all first team
home matches and other events. This responsibility extends through to the delivery and
attendance of stewards, security, police, paramedics and first aiders. Duties will ensure that the
standards required by the Directors and Board of the Club are delivered.
• Ensure all Stewards are fully briefed and have written instructions on their duties and what is
expected of them during the event. The brief should include details gathered during pre-event
meetings with operations staff, police and other authorities.
• Maintain detailed records of all matchday and non-matchday safety tests and/or inspections
carried out in the ground, in a format to be shared or inspected from any duly authorised person
• Be proactive in maintaining the close working relationship with the various bodies who make up
the Safety Advisory Group, (Police, Fire, Medical and Council) keeping them aware of
developments and changes likely to effect the Stadium Operation
• Ensure effective physical pre match checks of stadium, to identify hazards or defect equipment are
in place, with an efficient process that rectify any faults.
• To ensure compliance with the Club’s General Safety Certificate and all relevant laws and
regulations
• Undertake risk assessments where required and to maintain records of documents. Ensure safety
and risk are considered within all projects and to take active leading role in safety & risk
management and assist in the Fire Risk Assessment survey of the stadium.
• Ensure all stewards training includes a pro-active guidance for Safeguarding, Equality, Diversity,
and Inclusion, so as to create an environment that is a welcoming and safe experience for all
supporters.
• Carry out a basic induction to new members of staff on the match day/event and non-match/event
day procedures in the event of emergency, fire and general safety
• To ensure trained and briefed stewarding staff are in place to support any spectators with disability, ensuring designated areas of the stadium are
accessible and controlled.

**Main Job Requirements**
• Hold or be working towards (within a 12 month period) at a minimum, an NVQ Level 4 Qualification
in Spectator Safety
• Relevant Health and Safety training Ideally with a H&S qualification or working towards one
• Be fully conversant with the requirements of the ‘Green’ Guide for Safety at Sports Ground, the
Clubs General Safety Certificate and Health and Safety Policies
• Keep up to date with all the relevant safety procedures, requirements and legislations