



NORTHAMPTON SAINTS RFC

TEAM MANAGER

JOB DESCRIPTION

Reports to
Head of Rugby Operations

Location
Franklin's Gardens

Contract Type
Permanent

Hours of Work

This role will involve frequent irregular hours and travel to away fixtures

ROLE PURPOSE:

To manage the administration, organisation and logistics of the playing department and personnel.

BACKGROUND:

Northampton Saints is one of Europe's leading professional rugby clubs. It has a proud tradition as a club going back over 100 years and in the modern era of professionalism has consistently performed at the highest level winning both the key European and English Championships. The Club has also been highly successful in its off-field activities, both developing its infrastructure into one of the best dedicated rugby grounds in the country as well as being the only English Premiership Rugby Club to have been profitable for 16 years from 2000 to 2016. For more information visit: www.northamptonsts.co.uk

KEY RESPONSIBILITIES:

- Co-ordinate the administration and organisation of the professional squad including budgetary management, logistics and travel.
- Co-ordination and liaison of team services (media, PR, commercial duties, logistics, stadium team).
- Liaison with competitions organisers (Premiership, European Rugby Champions Cup, European Rugby Challenge Cup, Premiership Cup & Premiership Shield). Understand and ensure compliance with all competition requirements.
- Ensure effective match day management, liaising as appropriate with match officials and opposing team management; ensure compliance with anti-doping and if required represent and support players at disciplinary hearings.
- Ensure effective player management and build individual relationships with players providing or engaging support as appropriate.
- Ensure all players are fully registered with the RFU and relevant European Competition.
- Liaise with commercial and community departments to satisfy all player appearance requirements ensuring a fair and reasonable allocation of commitments taking into account the nature of the appearance and the audience, individual image rights obligations and other club commitments.

SPORTSMANSHIP - PRIDE - INNOVATIVE - RESPECT - INTEGRITY - TEAM WORK

- Ensure the accurate and speedy communication of detailed information and instructions from the coaching staff of all players and to give accurate and timely feedback on areas of player concern or attitudes.
- Ensure training and matchday venues are fully prepared in terms of kit, equipment and other resources in good time.

The duties and responsibilities outlined above are not exhaustive and the post holder may be required to undertake additional duties to meet the needs of the organisation.

PERSON SPECIFICATION:

- Excellent organisation skills
- Ability to communicate with individuals at all levels
- In depth knowledge of professional rugby of players, structures, performance
- An understanding of the market in which professional rugby operates
- An understanding of the elements of professional rugby organisations
- An understanding of the commercial side of sports organisations
- Previous administration experience

OTHER:

Northampton Saints is an equal opportunities employer and would welcome applications from a fully diverse range of candidates, regardless of age, gender, ethnicity, sexual orientation, faith or disability.

All role holders must maintain an appropriate standard of confidentiality. Any disclosures of confidential information (including personal information kept on computer or other media) made unlawfully outside the proper course of duty will be treated as a serious disciplinary offence

APPLICATION:

Please send CV and covering letter to Nicky Thompson: nicolathompson@northamptonsaints.co.uk

Closing date: 5th April 2019

Salary: Commensurate with experience of successful candidate