



Burwell Community  
Sports Centre  
*run by the community, for the community*

## **JOB VACANCY:**

### **Part-time Duty Manager/Party Supervisor**

Staff required for regular weekend and Thursday morning shifts.

Duties will include opening/closing, cash handling, administration, activity set up and supervision. You'll have regular contact with visitors and will ensure all bookings run smoothly.

The position will involve setting up for and supervising regular birthday parties at weekends.

Applicants must be reliable and confident working independently and tackling the physical aspects of the role.

Experience of sports coaching and/or delivering children's activities would be beneficial.

The Burwell Community Sports Centre is committed to safeguarding and promoting the welfare of children and vulnerable adults. A DBS check will be undertaken for this post

For an application form, please contact the Centre Manager on 01638 742125 or [Daniel@burwellsports.co.uk](mailto:Daniel@burwellsports.co.uk)