

## Job Description

# Assistant Activity Centre Manager

## Full-time or Part Time

## Bishop's Stortford

A Bishop's Stortford leisure company is searching for an Assistant Activity Centre Manager. We are seeking an experienced individual who can demonstrate a track record in delivering great customer service but is also able to lead, motivate and inspire a team. The requirements include:

- Ensuring the successful delivery of leisure activities to a wide range of customers
- To help the Activity Centre Manager manage a team of co-ordinators, ensuring customer focus and happy customers
- To ensure the delivery of great food & drink and meet all hygiene and legal requirements
- To make sure health & safety is a priority at all times.
- To work towards continuous improvement in conjunction with other management
- To manage the centre when the Activity Centre Manager is not working.

The ideal person will be outgoing, positive and calm under pressure. With a smile as standard, you will be comfortable with children and adults alike. You will be able to demonstrate you have an affinity with people and an understanding of how to maximise their enjoyment. Managing your staff is a priority as is your willingness to get stuck in as part of the team – this is a hands-on role.

Evidence of a similar role is required with a minimum of 1 year of management experience.

This is an exciting, fun and flexible role that will include weekdays, some weekends, school holidays and flexible working including evenings. Benefits include meals and clothing.

Please email a CV and brief covering letter explaining why you are the best person for this role to [info@vire.zone](mailto:info@vire.zone). Thank you for applying.