

MATCH DAY STEWARD - JOB DESCRIPTION - STOCKTON TOWN FOOTBALL CLUB

**Overall Objective:**

To work on behalf of the Safety Officer to provide a safe and secure venue, so far as possible, for all who attend an event. Following the Policies and Procedures in place to assist with the circulation of spectators will do this to: prevent overcrowding: reduce the likelihood and incidence of disorder and provide the means to investigate, report and take early action in an incident.

# Main Objectives

1. Understand and implement the requirements of any safety and security arrangements in place.
2. Attend any event briefing as necessary.
3. Continuously monitor and report any issues, concerns or incidents through your supervisor.
4. Deliver a safe and secure event day experience so far as possible.
5. Maintain a high standard of safety, security, customer service, cleanliness, and dress code at all times.
6. Ensure compliance with Ground and other regulations as necessary.
7. Carryout comprehensive search and security procedures and arrangements at alltimes as directed or instructed.

**Summary of Duties**

* Assist in the safe operation of the event.
* To staff points of entrance, egress, and other strategic points within the venue (for example: perimeter gates; segregation points; emergency exits; etc.)
* To respond to and assist in the management of emergency situations as necessary and as required in line with relevant training and scope of practice.
* Record any accidents / incidents and report details to the Safety Officer via relevant reporting process
* Undertake suitable and sufficient pre and post event inspections of the venue reporting defects as necessary
* Attend any event briefing as necessary or required.
* Attend any safety training or refresher exercises as required by the Club
* Undertake any other requirement to ensure the safety and security of all as directed by the Club