

## Safety Officer

London Stadium 185, the operator of the former Olympic Stadium is seeking to expand their Safety & Security Team. London Stadium is a multi-purpose venue that is equipped to host Concerts, Rugby both Union and League as well as top class athletics and is now the new home of West Ham United Football Club.

### The Role:

The successful candidate will be “hands on” and working within the Safety & Security team and will support the Head of Safety & Security to prepare for and deliver events at the Stadium including fulfilling paperwork obligations and undertaking the role of Safety Officer on event days.

The Safety Officer is responsible for ensuring that London Stadium meets the legislation and regulation requirements to enable all activities to take place in a safe and controlled environment. The Safety Officer will establish suitable systems and controls for the safety and security of spectators and all other persons in the stadium. Full compliance with the current document “Guide to Safety at Sports Grounds” (also referred to as The Green Guide) is central to the role and will be required to ensure that the Safety Certificate and the Stadium Safety Policy are adhered to. This will include taking necessary action:

- To ensure we are fully compliant with the requirements of the Stadium Safety Certificate and Stadium Safety Policy
- To ensure we are fully compliant with Health and Safety at Work legislation
- To ensure we are fully compliant with Fire Safety Legislation
- To ensure we are fully compliant with the Equality Act 2010
- To ensure we are fully compliant with all Safety at Sports Grounds legislation
- To attend all meetings on behalf of LS185 to discuss any issues relating to the Safety Certificate
- To maintain an audit trail of appropriate records and documentation to support our Safety Certificate
- To undertake performance reviews and analyse development needs of direct reports to ensure staff are appropriately trained in respect of health, safety and security issues.
- To liaise with the Local Authority, Police, Fire and Ambulance Services and any other body e.g. Safety Advisory Group in the relation to the maintenance of our Safety Certificate
- To produce and keep under review a Stewards manual outlining their duties in both normal and emergency situations

Where nominated as Event Safety Officer the post holder will perform the role in accordance with “The Green Guide”.

Where there is an event under the control of a nominated Event Safety Officer the post holder will support the Event Safety Officer in all aspects of Stadium Safety in compliance with “The Green Guide”.

The Safety Officer should ensure that all events staff on duty have received appropriate training in or are made aware of:

- The action to take in the event of fire or other emergency
- Basic First Aid
- The stadiums contingency plans
- The stadiums safety policy and health and safety policy statement

In conjunction with the stadiums FM provider will ensure that records are collected and maintained of all safety tests and/or inspections carried out in the ground and other aspects of safety as required by and in accordance with The Green Guide & Safety Certificate.

**The Ideal Candidate:**

- Must have evidenced experience of fulfilling a similar role of spectator safety management at sporting events.
- Must live in commuting distance to the stadium.
- Personal circumstances must allow the candidate to work extended and flexible hours on occasion during times of peak activity including weekends and public holidays.
- The ability to communicate to a high standard with clients, public, contractors and staff at all levels, both within and outside of the business.
- Must be “customer service” driven, with evidence of a strong client focus.
- Must have a hands-on and practical approach.
- Must demonstrate the highest professional standards of operation and service.
- Must be able to work with little supervision and manage time and priorities accordingly.
- Must have a flexible and resilient attitude.
- Must be able to make effective decisions in line with organisational goals and objectives.
- Must have the stamina and perseverance to cope with heavy workloads and the tendency to behave appropriately in pressurised or stressful situations.

**The Requirement:**

Applicants must have a NVQ 4 Certificate in Spectator Safety,  
Will have or be working towards a NEBOSH general diploma (or equivalent) qualification,

Relevant qualifications in Health and Safety and further relevant qualifications in Safety Management would be an advantage.

Further information, including job description is available on request by contacting [customerservice@londonstadium185.com](mailto:customerservice@londonstadium185.com)

**How to apply:**

If you are interested in this role, please send a CV and covering letter by 8am on Friday 15<sup>th</sup> July 2016 to [customerservice@londonstadium185.com](mailto:customerservice@londonstadium185.com).