

GRIMSBY TOWN FOOTBALL CLUB

RECRUITMENT AND INFORMATION PACK

CHIEF OPERATING OFFICER

ABOUT US

Grimsby Town Football Club is an English football club based in the seaside town of Cleethorpes, North East Lincolnshire.

Founded in 1878 as Grimsby Pelham, the Club was renamed Grimsby Town a year later and went on to become Lincolnshire's leading football club, spending many years in the top two divisions and twice reaching the semi-final of the FA Cup.

The Club is owned by 1878 Partners Ltd, and since their takeover in 2021, they have made it their mission for there to be a real tangible connection between fans and the Club.

Along with a long-established Men's First Team who play in the EFL Sky Bet League Two, the Club also has an academy known for developing talent, a Women's First Team who compete in the East Midlands Premier Division and the Grimsby Town Foundation, which last year delivered a charitable spend of over £4m.

The next chapter of Grimsby Town Football Club is in our hands. Together, we can achieve greater things. And to achieve greater things we need a great team.



LOCATION

North East Lincolnshire is a great place to live and bring up a family. There are a number of beautiful locations in and around the area of Grimsby and Cleethorpes which are ideal places to live, and our house prices are among some of the most affordable in the country. We are also on the doorstep of the Lincolnshire Wolds - an area of outstanding natural beauty.

Grimsby is at the centre of one of the biggest renewable energy booms in the whole of Europe, resulting in a growth of retail, hospitality and leisure facilities across North East Lincolnshire.

Cleethorpes is blessed with one of the longest and naturally beautiful beaches and the town has great events that attract visitors from all over the country, including carnivals, air displays, street markets and other cultural events.

The location also has great transport links with two train stations, an international airport less than 20 miles away, and being less than an hour away from Hull, Lincoln and Doncaster.

North East Lincolnshire is a truly wonderful place to live and work.



Chief Operating Officer

JOB PURPOSE

The COO will lead the club's internal operations and deliver approved projects safely, effectively and within budget. A principal responsibility will be to lead the new training ground from planning and business case through design, construction, commissioning and occupation.

The COO has overall leadership and oversight of the Club's internal operations, including people, facilities, safety, compliance, procurement and project delivery, working through specialist departmental leads who retain responsibility for day-to-day delivery and technical compliance within their respective areas.

MAIN ROLES & RESPONSIBILITIES

Club Operations

- Provide overall leadership and coordination of the Club's operations across the stadium, training facilities and other sites, ensuring effective delivery through departmental leads.
- Provide direct line management of the Senior Head Grounds Person and overall leadership of the grounds team, ensuring the effective maintenance, preparation and development of playing surfaces across the Club's sites, including Blundell Park, training facilities and Academy locations.
- Oversee the effective coordination of facilities, safety, security, matchday operations, catering, maintenance, HR and business continuity through the relevant departmental leads, ensuring clear accountabilities, effective collaboration and appropriate escalation of operational issues. The Safeguarding & EDI Manager retains professional leadership and accountability for the Club's safeguarding function and responsibilities as Senior Safeguarding Manager (SSM).
- Set clear objectives and performance standards for direct reports and maintain effective operating procedures and management information.

MAIN ROLES & RESPONSIBILITIES

Training Ground

- Act as the club's senior responsible owner for the training ground programme, reporting to the CEO and Board.
- Own the brief, master plan, feasibility work, business case, cost plan, programme, funding dependencies, risks and approvals.
- Lead and oversee the design, planning, procurement and construction programme, including cost, quality, risk, change control and stakeholder engagement, appointing and managing appropriate external project and technical specialists as required.
- Lead operational readiness, equipment procurement, staffing, policies, commissioning, relocation, handover and post-occupancy review.
- Work closely with the Head of Facilities and Safety and Senior Head Grounds Person to ensure operational requirements, stadium and site safety, pitch specifications, grounds maintenance, equipment requirements and long-term facilities management considerations are incorporated into the design and delivery of the new training ground.

Projects and procurement

- Prepare business cases and confirm scope, funding, payback, cash impact and sequencing before projects proceed.
- Lead fair and controlled procurement and contract management, operating within delegated authorities.
- Deliver approved training-ground and stadium projects on time, within budget and with measurable benefits.

Stadium Infrastructure

- Identify, assess and deliver approved investment in stadium infrastructure that increases commercial opportunities and improves the supporter experience, including hospitality areas, food and beverage facilities, fan zones and digital connectivity. Each investment must have a clear scope, funding plan, commercial rationale, expected return and delivery sequence before it proceeds.

Finance governance and risk

- Manage operational and project budgets with the finance lead, including forecasts, commitments and corrective actions.
- Maintain operational risk registers, controls, insurance, contract records and audit trails.

MAIN ROLES & RESPONSIBILITIES

Safety compliance and regulation

- Provide senior oversight and assurance of the Club's safety, security, accessibility, emergency planning and facilities compliance arrangements, working through the Head of Facilities and Safety, who retains responsibility for day-to-day facilities and safety compliance and the Club's designated Safety Officer duties. Grounds operations will be managed separately through the Senior Head Grounds Person, who reports directly to the COO.
- Oversee the Club's operational compliance with applicable legislation, IFR requirements, EFL and FA rules and licence conditions, ensuring clear allocation of responsibilities to relevant departmental leads and appropriate reporting and escalation arrangements.
- Support the Safeguarding & EDI Manager/SSM in ensuring appropriate organisational arrangements are in place to meet the Club's safeguarding obligations, without assuming the SSM's professional safeguarding responsibilities.
- Ensure appropriate regulatory records, reporting and stakeholder relationships are maintained, supporting departmental leads in their specialist regulatory responsibilities and acting as a senior escalation point where required.
- The Head of Facilities and Safety retains responsibility for operational stadium safety compliance, including liaison with the Sports Grounds Safety Authority (SGSA), Safety Advisory Group (SAG) and relevant EFL representatives on stadium safety matters, subject to the Club's formal safety certificate and designated responsibilities

Leadership and collaboration

- Lead and develop the operational team, ensuring effective workforce planning, welfare, training and performance management.
- Establish and maintain clear reporting lines, delegated authorities and decision-making responsibilities across the Club's operational functions, including direct oversight of the grounds department and clear separation of grounds management from facilities and safety responsibilities, while preserving specialist technical accountability within each function.
- Work with supporter and community leads so operational decisions consider the club's heritage, supporters and community impact.

KNOWLEDGE & EXPERIENCE

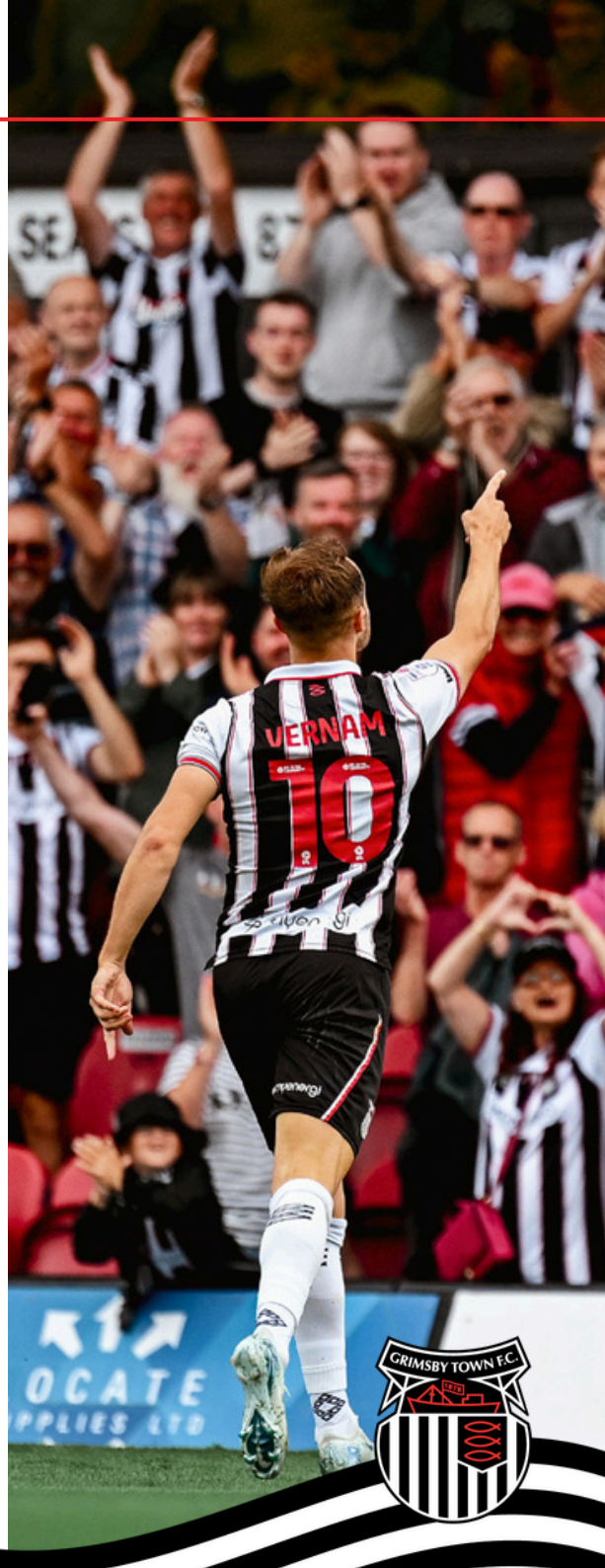
To be able to deliver this role, the skills and experience we are looking for are:

Essential:

- Significant senior leadership experience covering multiple operational functions, teams and material budgets.
- Successful delivery of complex property, construction, relocation, capital investment or significant operational-change projects.
- Strong capability in procurement, contract management, cost control, programme delivery, risk and governance.
- Demonstrable experience of leading and developing multidisciplinary teams, including managing specialist functional leads.
- Good working knowledge of health and safety, safeguarding, facilities, people management, compliance and business continuity, with the ability to provide effective oversight of specialist leads.
- Strong financial and commercial acumen, with the ability to interpret financial information, manage budgets and make decisions that protect cash and support long-term sustainability.
- Experience reporting to a Board or equivalent and working effectively with senior, technical, regulatory and public-sector stakeholders.
- Evidence of relevant senior-level professional development and continued learning appropriate to a broad operational leadership role.
- Evidence sufficient to support an IFR SMF4 competence assessment, with high standards of honesty, integrity and accountability.

As we work with young people this role will be subject to a DBS check and have due regard for safeguarding and child protection policies, including the welfare of children and young people.

The successful candidate may not perform the role until the IFR has determined their suitability.



EMPLOYEE BENEFITS

- £55,000 per annum
- Permanent Contract
- Full time, 37.5 hours per week
- 33 days annual leave inclusive of bank/public holidays
- Company pension scheme
- Staff social activities
- Complimentary tickets to GTFC home games
- Discount in the Grimsby Town Football Club shop
- Support for health and wellbeing, including access to occupational health support and confidential counselling
- Inclusive and welcoming environment – equality, diversity, and inclusion priorities are embedded throughout the organisation

Interested? To view the full job description and to apply, please visit the EFL iRecruit page by clicking HERE.

Please visit GTFC Vacancies for more information. The closing date for applications is 22nd November, 2026.

Please note we reserve the right to close the vacancy earlier than scheduled if a sufficient number of applications are received.

Grimsby Town is an equal opportunities employer and aims to ensure all applicants are treated fairly and equitably regardless of gender, race, colour, ethnicity, age, disability, social economic background, religious or political believes, marital status, maternity or paternity or sexual orientation.

Chief Operating Officer

ENVIRONMENTAL RESPONSIBILITY

Grimsby Town Football Club is committed to operating in an environmentally responsible and sustainable way. As part of our ongoing efforts, we are proud to be working towards the goals of the EFL Green Clubs scheme — a league-wide initiative to improve environmental practices across football.

We strive to reduce our environmental impact, promote sustainability in our operations, and encourage awareness and positive action across our staff, fans, and wider community. All employees, workers, and volunteers are expected to support the Club's environmental values and contribute to building a greener future for football.

SAFEGUARDING STATEMENT

Grimsby Town Football Club is committed to safeguarding the welfare of children and young people and expects all employees, workers, students and volunteers to endorse this commitment. This post requires an Enhanced Disclosure and Barring Service Check (DBS) as such it is exempt from Rehabilitation of Offenders Act (1974). Therefore, all convictions including spent convictions that have not been subject to filtering by the DBS should be declared. Relevant information and / or documents will be distributed as part of the recruitment process.



RECRUITMENT & INFORMATION PACK

Chief Operating Officer

EQUALITY, DIVERSITY & INCLUSION

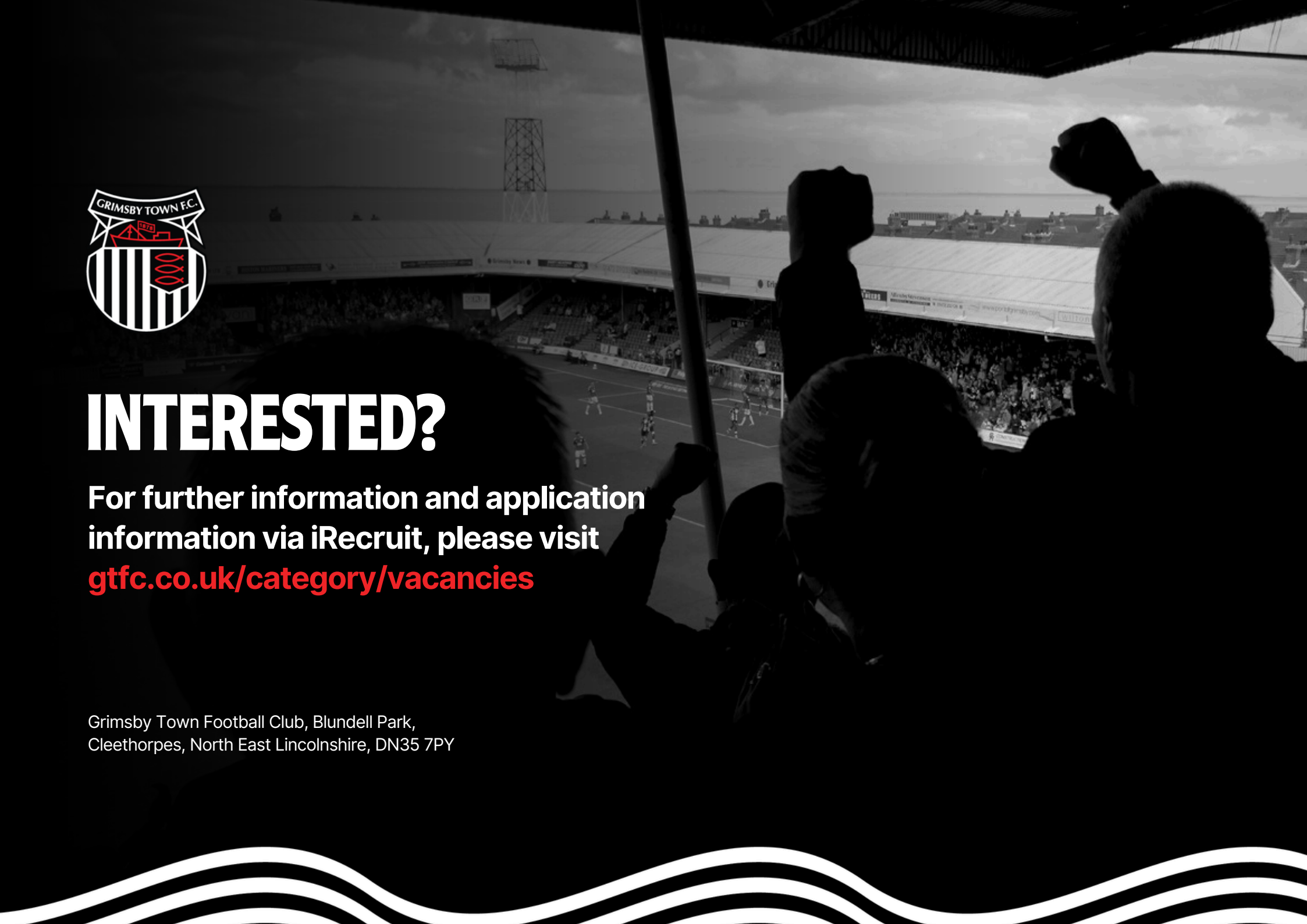
Grimsby Town Football Club's commitment to Equality, Diversity and Inclusion is to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status or civil partnership, race, nationality, ethnicity (race), religion or belief, ability or disability, pregnancy or maternity and to encourage equal opportunities (Protected Characteristics, Equality Act 2010).

Employees of Grimsby Town Football Club must ensure a positive commitment towards Equality, Diversity and Inclusion by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.

DISABILITY CONFIDENT COMMITTED

As a Disability Confident Committed employer, Grimsby Town Football Club is dedicated to creating an inclusive and accessible environment for all. We actively support our employees, workers, students, and volunteers by making reasonable adjustments where needed and ensuring that individuals with disabilities or long-term health conditions are supported to remain in and thrive within their roles. This commitment reflects our ongoing efforts to promote equality, remove barriers, and value the contributions of everyone in our community.





INTERESTED?

For further information and application information via iRecruit, please visit gtfc.co.uk/category/vacancies

Grimsby Town Football Club, Blundell Park,
Cleethorpes, North East Lincolnshire, DN35 7PY