

Volunteer Role - Hitchin Town FC

Operation:	Community
Activity:	Match day - Volunteers
Role:	Board Room Hospitality
Details of role:	<p>To assist in the provision to all Board Room visitors on Match Day, to whom the Club is required to provide hospitality. This includes our opponents' officials, Club and Match Ball Sponsors, plus other invited guests as directed by the Club.</p> <p>This list is not exhaustive, but tasks include:</p> <ul style="list-style-type: none"> • The preparation of food and drinks prior to the arrival of those requiring hospitality • The provision of food and drinks during their visit • Washing up and clearing up after pre-match hospitality, and preparing for half-time hospitality. • Washing up and clearing up after half-time hospitality. • Throughout, providing a friendly and welcoming hospitality to our visitors, which reflects Hitchin Town FC as a friendly and welcoming club.
Key relationships:	Will work very closely with others providing Board Room Hospitality. There will be key contacts with Club Officials, which will include the Club Chairman, Communications Officer, Community Officer and the Commercial Officer.
Skills required:	<p>The ability to work as a team member, and in an organised manner is essential.</p> <p>A friendly and welcoming disposition is also essential, as is a liking for meeting and entertaining people.</p> <p>Like all other Clubs in the Southern League, the Club is judged on its hospitality by its opponents and match officials. This counts in part towards a "Respect" table based on this and a number of other criteria. In Season 2018-19 Hitchin Town finished third in their division of 22. It is therefore our aim to improve on this next season, but what is key is that all of our visitors feel that they have had an excellent matchday experience.</p>
Commitment:	<p>It is not expected that the volunteer will be able to commit to every home game, but a commitment to at least two thirds of the games would be appreciated. The most important priority is reliability to whatever commitment level is given, as covering of non-attendance once commitment is made is difficult, and not always possible. Eventually if enough volunteers can be found, it might be possible to organise a rota for this very important match day role.</p> <p>On match days, the volunteer performing this role would need to be able to commit to the following times:</p> <p>13.15 – 16:00 (18:15 – 20:30 evening games).</p>
Contact:	Please contact clubadmin@hitchintownfc.club if you would like to volunteer for this role or have any further questions.