



# Bradford City

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**Job Title:** Kit Manager

**Department:** First Team - Reports to Management Team

**Key Contacts - Internal:** Manager, Head of Performance and Medicine, Club Secretary, Academy Manager, Operations Director, ground staff, club retail department.

**Key Contacts - External:** The EFL, The FA, kit suppliers, equipment suppliers and club partners.

**Location:** Based at Utilita Energy Stadium, Valley Parade, Bradford, BD8 7DY and the training ground at Woodhouse Grove School, Apperley Bridge, Bradford, BD10 0NR, with the ability to travel between club venues. Due to the nature of the post, travel to all first team and reserve fixtures and (international) tours will be required.

**Hours:** Full time in accordance with first team training and fixture schedule. Due to the nature of the post, evening and weekend work will be required.

**Job Purpose:** To ensure the management and preparation of all first team training and match kit and equipment for players and staff.

**Remuneration:** Salary commensurate with skills and experience

#### Role Responsibilities & Key Duties

- To be responsible for all first team player and staff training and match kit.
- To print all first team player and staff training and match kit in compliance with competition regulations.
- To distribute training and match kit to all first team players and staff, including training and match day rolls prior to every session or fixture.
- To launder, dry, store and set out training and match kit for all first team players and staff.
- To prepare and set out the team dressing room and coaches' room ahead of all home and away fixtures.
- To prepare and transport boots for all first team players and staff.
- To liaise with the Club Secretary for match kit confirmation.
- To record and monitor stock levels of training and match kit, including regular stock checks. To liaise with the club retail department for stock levels.
- To liaise with first team management staff and ground staff to prepare and set out equipment required for training sessions.
- To assist the sports science and medical departments with storage and inventory management, and to be responsible for the transportation of medical equipment, food and supplementation for match day.
- To clean and tidy work areas e.g. dressing room, boot room, kit room.
- To maintain the kit van log book and liaise with the Director of Operations for all maintenance of the kit van e.g. vehicle tax, insurance, cleaning, servicing and repairs.
- To assist the academy department with kit printing and distribution for all player and staff training and match kit.
- To attend meetings as directed by first team management staff and the Club Secretary.
- To comply with all club regulations regarding policies, procedures, health, safety and security.
- All other duties that may arise from time to time and fall within the scope of the role.



Bradford City Football Club | Utilita Energy Stadium, Valley Parade, Bradford, BD8 7DY

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