

# GILLINGHAM FOOTBALL CLUB



## Job Description - Intern First Team Recruitment Analyst

**Job Title - Intern Recruitment Analyst**

**Reporting to - Lead Recruitment Analyst**

**Location - Predominately Priestfield Stadium**

**Hours of work: Part-Time**

### About The Role:

We have an exciting opportunity for sandwich year/postgraduate students to join our analysis department as Recruitment Analyst Interns\*. The role will provide the successful candidates with experience in a professional environment, training with industry-standard hardware and software, and continued personal development support, in addition to complimentary lunch and kit.

### Potential Tasks & Learning Opportunities:

- Collating video footage and playlists for potential signings.
- Developing documentation for the Owners, Managing Director, Head of Recruitment & First Team Management.
- Presenting video reports to the recruitment team.
- Maintaining and updating statistical databases.
- Completing ad-hoc tasks at the request of the lead recruitment analyst and members of technical staff.

### About The Candidate (E) Essential (D) Desirable:

- Currently undertaking an undergraduate/postgraduate degree in a sports-related field. (E)
- Living a commutable distance from the stadium. (E)
- Access to own mode of transport. (E)
- Access to own laptop, preferably MacBook. (D)
- Past experience with, or knowledge of, performance analysis processes. (D)
- Displays department values: Methodical, Exciting, Resilient, Introspective, Top Communicator. (E)

### How to Apply:

To apply, please email your CV and a brief cover letter to [jharrison@gillinghamfc.com](mailto:jharrison@gillinghamfc.com). The application deadline for this position is on-going. Interviews will commence once a suitable amount of applications have been received, those wishing to apply are advised to do so early.

*\*This placement is a voluntary position*

*\*This job description serves as a guideline, and is therefore not exclusive or exhaustive.*

"Gillingham FC is committed to equality and welcomes applications from individuals, regardless of age, gender, ethnicity, disability, sexual orientation, class, religion and/or beliefs"

"Gillingham FC is committed to safeguarding children and promoting the welfare of children and young people and expects all trustees, staff and volunteers to share this commitment."