



JOB DESCRIPTION

Title: Assistant Circuit Manager, Croft Circuit
Reporting to: Circuit Manager
Location: Croft Circuit, North Yorkshire
Salary: Competitive + pension + healthcare

British Automobile Racing Club
Thruxton Circuit
Andover
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Overview

Croft Circuit, the home of motorsport in the North of England, is expanding its team with the creation of a new position as Assistant Circuit Manager. This is an outstanding opportunity for the right candidate to work as a key part of a small team at the heart of one of the UK's high profile race circuits. They will help to organise race meetings, on-track events and off-track activity, while playing an active role in all aspects of the management, operation and development of the venue.

Responsibilities include:

Assist the Circuit Manager in all aspects, including:

- Layout, setup and on-going management of events on the day
- Communication with customers, race championships and officials to ensure smooth delivery of events
- Creation of essential event documentation
- Management of circuit bookings and ensuring contracts are in place
- Liaison with Motorsport UK regarding licensing and other regulatory issues
- Management of driving experience days
- Scheduling of maintenance works and ensure all venue safety requirements are met
- Ensuring that H&S and other internal policies are in place for all activity
- Managing medical and recovery services for events
- Liaison with other circuits and venues
- Monitor and manage event staffing before and during events
- Ad hoc projects as may be necessary

Skills and attributes

- Thorough knowledge and experience of working within UK motor sport
- Understanding of race meeting organisation
- Strong customer service ethos
- A hands-on approach to tasks
- Ability to adapt to the needs of a situation
- Excellent planning and organisational skills
- Attention to detail
- Energy, enthusiasm and ambition
- Budgetary and financial understanding

Additional notes

The role will involve considerable amounts of weekend work during the season, so please do not apply if this is likely to prove difficult. The successful candidate will need to be based in the area or be prepared to relocate, and a good knowledge of the region could be advantageous. Given the rural location, a car will be required to get to and from work, which is not provided.

About the British Automobile Racing Club

Croft is operated by the British Automobile Racing Club, one of the largest motorsport organisations in the United Kingdom, with a rich and illustrious history that spans more than 100 years. As well as Croft, the BARC operates Pembrey in South Wales and Thruxton in Hampshire, while the two hillclimb venues at Gurstons Down and Harewood Hill complete the club's portfolio. The BARC organises around 20 race championships and upwards of 40 race meetings each year, including the UK's premier series the British Touring Car Championship and has undertaken all the sporting organisational duties at Goodwood since motorsport returned to the iconic Sussex venue.

To apply

Please send a covering letter, plus full CV and salary expectation, to Tracey Morley: tracey@croftcircuit.co.uk before the end of Monday 28 February.