



JOB DESCRIPTION

JOB INFORMATION	
Job Title:	Esports Assistant
Contract type	Permanent
Salary	National Minimum Wage
Site:	SWFC Stadium
Working Hours:	16 hours per week Monday to Sunday. Flexible working, including evening work until 10pm.
POSITION IN THE ORGANISATION	
Reports to:	Esports Executive
OVERALL PURPOSE OF JOB	
To assist with the daily running and growth of SWFC Esports activities including social media, digital content, event planning / event management, coaching, and any other reasonable tasks which will assist in the delivery of a first-class esports project within the football club.	
GENERAL DESCRIPTION – TASK RELATED	
<ul style="list-style-type: none">• Work with the Esports Executive to establish project feasibility and to contribute to the strategic planning process of developing esports within a football club ecosystem.• Liaise with internal team members from other departments within the football club to assist with tasks that will help with the running of the football club.• To work on PR and social media to ensure they are utilised fully to realise maximum brand and tournament exposure.• Provide support to the Commercial, community, marketing and hospitality teams to ensure the club is run to the highest standards possible.• As required produce internal communications that effectively deliver the core business messages, performance and strategic updates, and key focuses.• Work alongside all esports participants to engage, oversee and build the growing esports community.• Assist with the implementation of projects such as LAN Events and match day attractions involving Esports and Gaming.• Assist with online events such as tournaments, streams and esports coaching.• Social media management, to ensure the social media is active and engages with followers to the standards set by the football club.• Editing game footage and posting regular content on socials to encourage growth of following.• Administrate the clubs Discord server to ensure code of conduct is always followed.• To carry out any task deemed relevant to your role when instructed to do so by your line manager or club senior management.	

Sheffield Wednesday Football Club

Hillsborough, Sheffield, S6 1SW

Telephone: 03700 20 1867

Website: www.swfc.co.uk

Registered in England No. 02509978



QUALIFICATIONS:

- Four GCSEs with grades 9-4 (or equivalent) including English and Maths or a level 2 qualification in a related subject.
- Industry related qualification would be desirable.

SKILLS & EXPERIENCE:

Essential

- Passion for Esports or gaming.
- Has seen projects through from start to finish managing time and tasks effectively (planning and organisation skills)
- Creative thinking and problem solving
- Proven ability to manage a demanding workload and at times conflicting priorities as well as tracking progress on a wide range of tasks.
- Excellent interpersonal skills – able to work with own initiative and effectively across teams and interact at a senior level as well as a young audience.
- Strong written and verbal communication skills
- MS office (Word, Excel, PowerPoint) and Google equivalent packages.
- An understanding of social media platforms and how to maximise the potential of social media.
- Professional with a positive “can do” attitude.
- Ability to maintain composure in high pressure situations.
- Flexibility and a willingness to undertake varied responsibilities working alone or as part of a team.

Desirable

- Strong esports knowledge.
- Experience in delivering projects in esports or similar (e.g., gaming events or any event where skills can be transferred) - demonstrable.

Sheffield Wednesday Football Club (SWFC) is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. This post may be subject to a criminal record check or an enhanced DBS check.

SWFC is an Equal Opportunities and Disability Confident employer and welcomes applicants from all sectors of the community.

[A shortlist of suitable applicants will be completed shortly after the closing date and successful candidates will be contacted about the interview process.](#)

If you feel you have all the qualities and experience, please complete the application form and send your CV to vacancies@swfc.co.uk

Closing Date: 3rd January 2024

Sheffield Wednesday Football Club

Hillsborough, Sheffield, S6 1SW

Telephone: 03700 20 1867

Website: www.swfc.co.uk

Registered in England No. 02509978