



**WESTERN SYDNEY WANDERERS FC  
WANDERCREW POSITION DESCRIPTION  
PRECINCT COORDINATOR**

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**TITLE:** Precinct Coordinator

**DEPARTMENT:** Community Engagement

**LOCATION:** ANZ Stadium and Spotless Stadium

**REPORT TO:** Community Engagement Manager

## **OVERVIEW**

The Precinct Coordinator will be required to assist the Western Sydney Wanderers FC (Club) on match days for up to two hours. The Coordinator will need to attend games early to familiarise themselves with the event and prepare for their briefing. If you are part of the pre-game activities you will be required earlier.

## **PURPOSE OF ROLE**

- Provide and fun a friendly environment to add value to our match day
- Coordinate the set up and pack up of the precinct
- Coordinate movement of equipment around the stadium
- Coordinate in-stadia activity
- Ensure duty of care is adhered to at all times
- Follow correct procedures when setting up, packing up and operating in stadiums

## **KNOWLEDGE, SKILLS AND BEHAVIOUR REQUIRED**

- Good organisational skills
- Friendly, supportive and approachable manner at all times
- Can work in a team environment and take instructions from the Hub Leader
- Punctual and presentable with pride in delivery of the job you are assigned
- Willingness to adapt and adjust based on the needs of the environment.

## **KEY AREAS OF RESPONSIBILITY**

- Arrive at the match venue on match day at the time specified in your match day brief
- Ensure that all equipment, signage and safety measures are in place prior to gate open
- Coordinate participants doing the set activity
- Pack up the activation at the designated time
- Put all equipment away in the designated area
- Confirm with your Hub Leader that your role is finished prior to leaving

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## **UNIFORM**

You will be provided free of charge with:

- One (1) Wandercrew polo shirt

You have the option to purchase:

- One (1) Wandercrew jacket is available RRP \$60

You are required to wear in addition to the polo and jacket:

- Black pants or long shorts and comfortable footwear (preferably Nike sneakers)

## **PARKING AND TRANSPORT**

- There are a number of public transport options available to and from Sydney Olympic Park — please note select public transport is free with your tickets or Memberships
- Parking is available at P1 at your own cost

## **VOLUNTEER POLICIES**

Club appointed volunteers are expected to comply with the following rules and regulations:

1. Attend all non match day and match day briefing sessions and meetings arranged by the Club
2. Arrive at the match venue at the time stipulated by the by your direct report
3. Must wear the uniform provided and specified by this position description
4. Abide by accreditation terms including not issuing/lending passes to family, friends and the general public
5. Adhering to radio protocol if issued with a radio
6. Must not loiter in the player's tunnel, outside team dressing rooms and areas not directly related to their role
7. Must not stand in the tunnel during the match
8. Must sit down in seats allocated on your ticket(s) when not working
9. Must not eat in the tunnel or whilst working on the field of play — Field-of-Play Assistants are permitted to place a bottle of water/drink underneath their chair
10. Agree not to use mobile telephones, photographic cameras, video cameras and any other electronic devices when within the confines of the change rooms, tunnels and highly restricted areas, in addition at no point is anyone to take photos of any of the children participating on match day
11. Agree not to request an autograph from any player, team official, club official or any other individual
12. If requested to, return accreditation at the end of the match
13. Abide by Club management and staff directions at all times