



Facility Manager

Sports Facilities Management, Gatlinburg, TN

Job Description

Sports Facilities Management (SFM) (www.sportadvisory.com) is the leading resource for those seeking to plan, manage, and optimize sports, recreation, event and entertainment centers. SFM has been engaged to manage the day-to-day operations of Rocky Top Sports World (RTSW).

Rocky Top Sports World is opening June of 2014 in Gatlinburg, Tennessee, at the foothills of the Great Smoky Mountains. The world-class sports complex includes an 86,000 square foot indoor facility holding six (6) basketball or twelve (12) volleyball courts. The indoor facility will also host wrestling, gymnastics, and other indoor competitions. The facility also features seven (7) state-of-the-art outdoor fields for soccer, football, and lacrosse. Rocky Top Sports World is currently interviewing candidates for the full-time Facility Manager Position. The Facility Manager will report to the Director of Operations of RTSW.

The Facility Manager will be responsible for maintenance & repairs, professional services, stock management, and supply orders. The Facility Manager will also ensure a suitable working environment the organization and will oversee daily operations and management, security control, equipment inventories, and budgeting.

Desired Skills & Experience

Primary responsibilities will include, but are not limited to the following:

- Conduct periodic inspections of equipment within the facility to ensure that equipment and facility are safe
- Ensure the facility meets the health and safety requirements
- Write reports and develops policies as required
- Must be in charge of equipment inventory
- Responsible for budget developing and estimation of costs
- Develop training programs and trains staff on the use of equipment, security standards, and related policies
- Direct and plan essential services such as security and maintenance
- Work with the staff to ensure that the facility is clean and maintained

Desired Skills & Experience

- Must have excellent interpersonal, problem solving and negotiating skills.
- Must be a team player

- Must have excellent verbal and written communication skills.
- Must have excellent computer skills, including Word, Excel, PowerPoint, etc.
- Must be able to work flexible schedules including weekends, nights and holidays.
- Must possess current CPR/FIRST AID certifications or must be willing to obtain them within a specified period of time.
- Prior responsibility in daily P&L management and budget oversight
- A bachelor's degree in recreation, sports management or related field with 3-5 years equivalent, relevant experience required.

Company Description

SFM is the industry's leading sports facility business and management firm. Our dedicated team of professionals includes sports complex design specialists, real estate development experts, sports business consultants, and recreation center professionals who have achieved tremendous success in opening and managing sport and recreation centers around the world. Our clients include private individuals, universities and educational institutions, parks and recreation departments, architect and engineering firms, and publically funded recreation centers. Our services range from strategic planning and feasibility studies, design and construction plan reviews, to sports facility management and turnaround marketing programs.

Please submit resumes to careers@sportadvisory.com with Rocky Top Sports World Facility Manager as the subject line. All submissions should be received no later than March 24, 2014, at 4:00 p.m. EST.