



FUTURE LEGENDS

POSITION TITLE: Director of Operations & Maintenance

APPLICATION DEADLINE: August 11, 2021

DEPARTMENT: Operations & Maintenance

START DATE: September 1, 2021

REPORTS TO: General Manager

DIRECT REPORTS: Yes

APPLICATION DIRECTIONS*:

- Email a 1-page resume and a 1-page cover letter to: careers@futurelegendscomplex.com
- Cover letter must include salary requirements, detailed interest in this role, and other job requirements
- Subject of email should be - Director of Ops & Maint - First Name, Last Name, Attn: General Manager

**Applicants who are unable to follow directions closely may not be considered*

COMPANY:

Future Legends LLC, located in Windsor, Colorado is the premier destination for sports and events. Opening in Spring 2022, Future Legends will be a state-of-the-art indoor/outdoor multi-sport, training, and events facility that will make a positive impact on the local community and surrounding area as well as nationally. It is designed to host guests for national, regional and local sports tournaments, events, leagues, and more for players and audiences of all ages and skill levels. With two professional sports teams, a professional stadium, two nationally flagged hotels, dozens of diamonds and multi-purpose fields, an eSports arena, lodging, a 64-team dormitory, retail, restaurants, and much more, the future of sports is here.

POSITION SUMMARY:

The Director of Operations and Maintenance is the primary person responsible for all field and stadium maintenance, building and turf standards and operational performance. This position in conjunction with the General Manager manages the day-to-day operations of Future Legends Complex to include the selection and development of staff; establishing and accomplishing business objectives and working closely with all entities that utilize the Complex. This role provides top level oversight to ensure facility standards, service standards and profitability goals are established and achieved.



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KEY AREAS OF RESPONSIBILITY, JOB METRICS AND COMPETENCIES:

- **FACILITY MAINTENANCE:** Supervise and manage the Turf Maintenance, Landscaping Maintenance, Facility Maintenance, and Building Operations teams to ensure all facilities throughout the complex are in good repair, operating safely and efficiently.
- **TEAM DEVELOPMENT AND OVERSIGHT:** Select, hire, train and oversee a team of professionals to ensure the organization's policies and procedures are properly managed and maintained, all resources are properly maintained, and that all organizational goals are met in a timely manner.
- **GUEST EXPERIENCE:** Supervise, set and maintain a standard of quality customer service consistent with Future Legends standards. Handle concerns effectively and positively. Problem solve and overcome barriers to provide superior Guest Experience.
- **SAFETY AND SECURITY:** Assist General Manager with all field operations to include security, health, and emergency procedures. Partner with the appropriate personnel to ensure security and emergency response is timely.
- **BUDGET DEVELOPMENT:** Assist General Manager in developing a fiscal plan to include cost savings. Budget and target all projected expenses pertaining to the Future Legends Complex as well as all projected revenue from related activities.
- **REVENUE GENERATION:** In conjunction with the General Manager, continually develop new ways to generate revenue for Future Legends Complex. Examples include but are not limited to rentals, tournaments, special events, and external sports programs.
- **OTHER DUTIES:** As required by the General Manager.

MINIMUM QUALIFICATIONS AND ESSENTIAL FUNCTIONS:

- BS/BA Degree required or any combination of education and experience equivalent experience that provides the required knowledge, skills and abilities managing a large, complex recreational facility.
- 4-6 years' experience managing large, complex sports and recreation facilities and programs.
- 3-5 years proven experience leading large teams and managing multiple projects and priorities.
- 2-3 years' experience with diverse maintenance responsibilities, including building upkeep.
- 1-2 years' experience field marking, logo painting, field maintenance.
- 2-4 years' experience with profit and loss, budgeting and cost controls.
- Experience working with regional sports teams and/or sports leagues (scholastic, collegiate, professional) to develop and promote the complex.



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- Excellent interpersonal and leadership skills with diverse staff, tenacious work ethic and strong, written communication skills required.
- Ability to work flexible hours including nights, weekends, and holidays in addition to normal business hours, as needed.
- Ability to work outdoors 50-75%.
- Strong teamwork aptitude required.
- Ability to walk, sit and stand for long periods of time in an arena setting.
- Must possess and maintain a current, valid driver's license.
- Must have the ability to pass a standard background screening.

COMPENSATION/PERKS:

- Competitive salary
- Paid sick leave / vacation time
- 401(k)
- Health insurance
- Regular team events (lunches, sporting events, outings, etc.)

****Future Legends Complex LLC. is an equal opportunity employer. Future Legends LLC does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations*