



Job Role: Camps & International Programmes Manager

Full time, permanent position

Salary: £31,000 plus generous commission

Reporting to: Managing Director and Head of Strategy & Football Operations

Background:

Oxford City Football Club welcomes over 80,000 facility users per year across Men's, Women's, Velocity, Junior and Youth football programmes, as well as international development camps and global tours. The club runs a wide range of community sessions, holiday camps, school programmes and international pathways designed to inspire participation and provide opportunities for players of all ages and backgrounds.

Role specification:

The Camps & International Programmes Manager is responsible for leading all community engagement activities, delivering high-quality programmes, and driving recruitment and marketing for all camps, tours and international pathways. The role requires strong communication skills, relationship management, operational planning and a strong understanding of youth and community football environments. Evening, weekend and school holiday work will be required due to the nature of programme delivery.

Key Responsibilities:

- Deliver, coordinate and grow community football programmes including school sessions, after-school clubs, community events and local partnerships.
- Build relationships with schools, grassroots clubs, councils, charities and youth organisations.
- Lead recruitment, marketing and customer engagement for all camps, tours and international programmes.
- Act as the key point of contact for families, schools, and overseas partners regarding registrations and programme information.
- Coordinate international programme logistics including travel, itineraries, staffing and safeguarding compliance.

- Work with the Marketing Lead to produce content, promotional campaigns and communication materials.
- Oversee registration systems, booking platforms and administrative processes for community and international programmes.
- Deliver presentations to schools, clubs and international partners to promote Oxford City FC pathways.
- Support the development of Velocity International recruitment pipelines.
- Ensure safeguarding and risk management procedures are followed across all programmes.
- Represent the club at events, partner meetings and community forums.

Person Specification - Essential Personal Characteristics

- Experience in community sports, youth engagement or football development.
- Confident communicator with the ability to engage families, schools and partner organisations.
- Experience delivering or coordinating camps, tours or large-scale programmes.
- Strong organisational skills with the ability to manage multiple programmes and deadlines.
- Comfortable presenting to groups and delivering information sessions.
- Ability to work evenings, weekends and school holidays.
- Full UK driving licence and access to a vehicle.

Person Specification - Desirable Characteristics

- Experience working in an international football, sports travel or education environment.
- Coaching qualifications such as FA Introduction to Coaching Football or higher.
- Experience using CRM systems or programme management software.
- Experience within a professional football club or academy.

Salary:

To be confirmed

Annual Leave:

28 days including bank holidays

Benefits:

- Friends and Family season ticket
- Uniform supplied
- Annual employee wellbeing grant
- Pension with employer contribution (after 3 months)

- Free school holiday childcare at Ignite Sport UK Holiday Camps (ages 4–12)
- On-site parking

Work Location:

In person, Oxford City FC, The Community Arena, Oxford, OX3 0NQ

How to apply:

To apply, please send a copy of your CV and a covering letter, or, a 1 to 2 minute video, to our recruitment team: club@oxcityfc.co.uk telling us why you are the best candidate for this role. Please include the job title that you are applying for in the subject of your email.

Application deadline: Saturday 13th June 2026.

Successful candidates will be contacted by Wednesday 17th June 2026.

We uphold a robust recruitment process. Applicants must be eligible to work in the UK and willing to undergo an enhanced DBS check with additional prior employment vetting.

Oxford City Football Club is an Equal Opportunities Employer. We celebrate diversity and are committed to creating and maintaining an inclusive environment for all employees.