



JOB POSTING - Atlético Ottawa, Canadian Premier League

Position title: Equipment Manager

Department: Football

Immediate Supervisor: Director of Soccer Operations

Start date: February 1st, 2022

Term: Full time

Location: Ottawa, Ontario

ATLÉTICO OTTAWA OVERVIEW

Atlético Ottawa is the only professional soccer club that plays in Ottawa, Ontario, competing in the Canadian Premier League. The club was founded in 2020 and played its inaugural season at the Island Games in Prince Edward Island.

Atlético Ottawa home is based out of TD Place stadium, in Lansdowne Park, Ottawa, where home games are played. The club is owned by the prestigious European club Atlético de Madrid and has laid strong foundations in the nation's capital of Canada in only 2 years of history.

The Canadian Premier League is the professional soccer league in Canada. The league has eight teams across Canada. With Canada hosting matches in the FIFA World Cup 2026™ with co-hosts Mexico and the United States, and the CPL preparing for its fourth season, the excitement is building and there has never been a better time to be involved in Canadian soccer!

Our Club is an equal opportunity employer and values the diversity of the people it hires and serves. To us diversity means fostering a workplace in which individual differences are recognized, appreciated, respected, and responded to in ways that fully develop and utilize each person's talents and strengths.

THE OPPORTUNITY

The Equipment Manager is a key role in the Atlético Ottawa team. You will take the lead role in overseeing the uniform and equipment distribution and retrieval at practices and on game days. Oversees and coordinates all game day equipment preparations and setup all the needs for the team on practices and game days.

ROLE REQUIREMENT

Ensure that the team has adequate equipment and training gear for players and coaches during the season.

Organize the distribution of equipment to coaches before the practice sessions commence and support them during practices with duties on field.

Ensure the equipment and any first aid kits are kept fully stocked before practices and game days.



Ensure that all uniforms and related apparel and equipment are maintained in a clean and serviceable conditions.

Organize travel bags with all the necessary equipment for the team on road games.

Maintain an inventory and undertake a stock take during the season.

Attend scheduled meetings on a regular basis and provide an inventory holding report for the Director of Football Operations.

Order and purchase additional equipment for the team in consultation with the Head Coach, Director of Football Operations, and the CEO of the Club.

Great interpersonal and communication (verbal & written) skills; a builder of bridges and relationships with players, technical staff, and external partners to enable collaborations.

Someone is flexible and nimble to embrace changes, while also rally the team together to work towards one goal.

Ability to prioritize for the team and drive efficiency in workstreams.

Highly organized/detail oriented; a soccer club is a very dynamic environment so this individual must be able to juggle and stay on top of various matters while leading this area of the team.

Love of youth culture & sport —with a strong passion for Soccer.

QUALIFICATIONS, EXPERIENCE & SKILLS

A high school diploma is the minimum educational requirement.

A minimum of 2-3 years of work experience as an Equipment Manager or comparable role in a soccer team.

Excellent people skills, with an ability to work closely and cooperatively with internal and external partners at all levels.

Experience working in a soccer team - strategic direction, focusing effort, and driving passion and motivation towards the realization of goals and objectives.

Highly organized and detail-oriented on players and coaches with outstanding time management skills.

OTHER CONSIDERATIONS

Live in Ottawa - Gatineau region.

Have a valid driver's license in Ontario.

Will be required to travel and work evenings and weekends when necessary.

CONTACT

Please apply with a cover letter and CV and submit your application to the attention of:

Fernando López, CEO Atlético Ottawa info@atleticoottawa.club

We'll hire the right candidate when we meet them. Atlético Ottawa is an inclusive employer dedicated to building a diverse workforce. We encourage applications from all qualified



candidates and will accommodate applicants' needs under the respective provincial human rights codes throughout all stages of the recruitment and selection process. We thank all applicants in advance for their interest; however, only those candidates selected for an interview will be contacted.