



Spike Island, 133 Cumberland Road, Bristol BS1 6UX

Finzels Reach Market Manager – 2 day a week role

Finzels Reach Market takes place every Wednesday and Friday from 11am to 2pm. Each market has between 10 and 15 traders depending on the time of year/cancellations. The market is operated privately by Sophie Bowden Events and opened in 2017.

Job Description

As the market manager, you'll work closely with the traders, Sophie Bowden Events' staff, Finzels Reach Estate Management and the public.

Main Responsibilities

- Set up and breakdown of market equipment including A-boards, electricity cables and cable ramps
- Set up and breakdown of the traders
- Point of contact for all traders and estate management on the day
- Adapting pitch layouts based on trader vehicle/set-up if required
- Accessing the on-line bookings sheet for the trader line-up for each market
- Assisting traders with set-up and vehicle management
- Completing an on-line checklist (Asana) for all market dates
- Safeguarding traders and the public by following market protocol which may include making management decisions on the day
- Periodic trader inspections to ensure traders remain in compliance with their Terms & Conditions and compliance paperwork
- Make sure that all market equipment is well maintained and stored correctly and arrange for replacement equipment when required
- Keep storage cage clean, safe and well organised

Person Specification

- Happy to work outdoors
- Strong trouble shooting skills with the ability to remain calm under pressure
- Strong interpersonal skills / excellent communicator
- Event experience essential
- Approachable and friendly
- Physically capable of moving heavy objects (e.g. cable ramping)
- A doer who is prepared to pitch in

Training will be given.

Interested? Send your CV and short covering email to sophie@sophieevents.co.uk