

Assistant Head of Facilities Management

The ACC Liverpool Group operates the city's waterfront event campus – the interconnected M&S Bank Arena, ACC Liverpool, and Exhibition Centre Liverpool - as well as ticketing agency Ticket Quarter and the Pullman Liverpool Hotel. Playing a leading role in shining a spotlight on Liverpool, we have successfully staged a wide array of national and international events, from shows and conventions, business gatherings to exhibitions, developing our offer over the last decade to that of a world-class provider of venue and event services.

Company Benefits

We are an award-winning, world-class venue and our people are at the heart of everything that we do. Recognition and reward are of huge importance to us at the ACC Liverpool Group, and just some of the benefits staff can enjoy including:

- An enhanced holiday scheme, which increases with length of service.
- An excellent pension scheme is available.
- Access to a premium health care policy, which includes an employee assistant line, contributions towards a wide range of medical costs, such as dental and optical and staff discounts.
- Enhanced maternity, paternity and adoption leave schemes.
- An excellent occupational sick pay scheme.
- Free onsite parking right in the heart of the city centre.
- Employee Reward Platform.
- Agile working and flexi time policies, where appropriate and in line with business needs.
- A dedicated wellbeing strategy to support staff when at work.
- 25 Qualified Mental Health First Aiders on site.

The ACC Liverpool Group is a place where you can truly make a difference. Some of the wonderful things ACC Liverpool Group have achieved / continue to work towards:

- Disability Confident Employer
- Member of the Fair Employment Charter
- Real Living Wage employer
- Social value impact plan - last year we contributed over £6.4m
- Green Meeting's Gold Standard
- Sustainability Strategy
- Positively influencing biodiversity – we have three beehives on our campus grounds.
- Carbon Neutral Campus
- Accessibility Strategy
- AccessAble Guide

Are you interested in working in a unique, fun, and exciting industry? If so, we could have the perfect position for you!

About the role:

We have an exciting opportunity for an experienced and skilled FM Professional to join our team as **Assistant Head of Facilities Management**. The successful candidate will be assisting the Head of Facilities Management with delivery of the FM and Venue Logistics function across the campus.

Main duties of this role include:

- Supporting the Head of FM with contribution to the review of the strategies in response to changing business needs to deliver the FM and Energy strategy.
- Managing the FM function across The ACC Liverpool Group ensuring that the building and its systems are maintained to the agreed standard and that all assets are maintained as per compliance and any relevant legislations.
- Managing the FME and VL teams to ensure that all processes are constantly reviewed and updated to ensure that the upkeep and maintenance of the campus are aligned with the events in tenancy.
- Deputizing for the FM Buildings and Contracts manager and the Cleaning and Waste manager when required.
- Reviewing of all emergency and standard operating procedures relating to FM to ensure that these are always relevant and proportionate to ACC Liverpool's group operations.

We highly value the behaviours, attitudes and skills which will help you to develop and excel in this role. In this case, we are looking for someone who:

- Proven experience of facilities management, project management, man management including contractors and budget management.
- Demonstratable strengths and experience in compliance and health and safety at a management level.
- Confident communicator, able to influence internal / external stakeholder management.
- Excellent organisational skills and ability to prioritise high volumes of work
- Shows high levels of emotional intelligence and resilience

In addition to the above, the candidate will need to be enthusiastic, like minded and complement our experienced and talented team. If you have driven, passion, ambition and wish to play a part in The ACC Liverpool Group's continuing success story this could be just the job for you.

Please note, we may close this vacancy before the stated closing date if we receive sufficient applications for the position. Therefore, if you are interested in this position, please submit your application form as soon as possible.

Closing Date: 20 March 2026

Interview Date: Week Commencing - TBC

For further information, assistance, or to obtain information, please contact the People Team via email recruitment@accliverpool.com

Equality, Diversity & Inclusion

The ACC Liverpool Group know the value of having a diverse and representative team across our organisation. We promote equal opportunities and are committed to having an inclusive work force where everybody feels respected, are treated fairly and diversity is celebrated. As such we strongly encourage and welcome applications from suitably qualified candidates from all members of the community regardless of age, disability, gender reassignment, marriage and civil partnership, race, religion, belief, or sexual orientation.