

GENERAL

MANAGER

Job Description

THE BAT &
BALL



General Manager

Full job description

Job Description – General Manager

Organisation: Bat & Ball Community Benefit Society (CBS)

Location: Holmer Green Common, Holmer Green

Reports to: CBS Board

Contract Type: Full-time

Start Date: TBC Dec 2026

The vision – What it means to us

The Bat & Ball Pub is being restored as the beating heart of Holmer Green - a historic pub reborn through community spirit. Set proudly on the common, it will once again be a place where everyone belongs: coffee and conversation by day, pints, plates, and laughter by night. A welcoming home for local groups, families, and friends to gather, connect, and celebrate village life. On the common, for the common good.

The community will make the building great again, but we need YOU to come and run it and make it the central hub of the Village again.

The community believes in this project, but we need someone to help make the vision a reality.

A £300k refit is due to be started in October so by the planned opening date at the end of the year we'll have the nicest pub in the area!

The scope – What is the opportunity for you

The Pub Manager will oversee all day-to-day operations of the pub, ensuring it runs efficiently, profitably, and in line with the CBS's community-focused objectives. This role combines operational management with community engagement, aiming to create a welcoming environment that supports local initiatives and fosters social inclusion.

What will you be responsible for

- **Operational Management**
- **Cellar & Stock Management**
- **Staff Management**
- **Customer Service**
- **Community Engagement**
- **Events**
- **Financial & Administrative Duties**

What would make you a great fit

Experience

- **Essential:** Minimum 5 years' experience in hospitality management; Proven track record in staff supervision and Rota planning; Experience in stock control and supplier management; Demonstrated ability to manage budgets and financial reporting
- **Desirable:** Experience working within a community-focused or not-for-profit organisation; Event planning and community engagement experience

Skills

- Strong leadership and team-building skills
- Event planning
- Excellent organisational and time management abilities
- Training and development of staff
- Financial literacy (budgeting, cash handling, cost control)
- Knowledge of licensing laws, health & safety, and food hygiene regulations
- Utilise social media to promote pub & events
- Proficient in basic IT systems (EPOS, spreadsheets, email)



Pay

£40,000 - £60,000 a year



Job type

Full-time



Shift and schedule

Weekend availability

Holidays

Location



2 Penfold Lane, High Wycombe HP15 6XW

Benefits

Pulled from the full job description

- Company pension

General Manager

Qualifications

Essential

- Personal License Holder
- Level 2 Food Safety & Hygiene Certificate;
- Cellar Management
- GCSEs (or equivalent) in English and Maths;

Desirable

- NVQ or Diploma in Hospitality Management
- First Aid at Work certification

Location

· There is no accommodation provided with the position, therefore living within an easy 30-minute commute of Holmer Green is essential. Applications from outside of this commuting radius will be discounted without exception.

What is in it for you

Salary upto £60k package

upto £40k basic salary, up to £20k in profit share/bonus scheme

Benefits

Pension

Holidays

Be central to something amazing for the community

Community has invested cash, skills, and effort – we want this to work as much as you do

Effectively run a freehold pub without the usual sky-high rents

Training and development opportunities

Working Hour

48 hours per week

Full-time, including evenings, weekends, and public holidays as required.

Job Type: Full-time

Pay: £40,000.00-£60,000.00 per year

Application question(s):

- Applicants must have cellar management experience/qualification
- Applicants must live within a 30 minute commute of Holmer Green

Experience:

- Pub Manager: 5 years (required)

Licence/Certification:

- Personal License Holder (PLH) (required)

Location:

- High Wycombe HP15 6XW (preferred)

Work Location: In person

General Manager

THE **BAT &
BALL**

**Don't hesitate,
this could be your dream job
apply today!**



Thanks