

Skilled Grounds person REQ250102

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

School/Department summary

Job Description

Job Grade: Operational Grade 4

Job Purpose: To carry out highly skilled maintenance and development on sports grounds with the minimum of supervision. The post will involve a wide range of seasonal sports for a large client base including many National Governing Bodies, large corporate organisations, local community programmes and student sport.

Job Duties

- To work as an active member of the Sportsgrounds team at a highly skilled level in the preparation and setting out of natural and synthetic sports areas to the required standards.
- The use of specialised sports ground maintenance equipment.
- Maintenance of quality sports grounds areas as determined by the Grounds Manager and other grounds department managers.
- To prepare playing surface to the highest quality.
- To set up and remove pitch sport equipment on match days as required.
- To wear protective clothing and equipment in accordance with Health & Safety requirements when carrying out specific tasks.
- Make recommendations to Line Manager regarding improved work systems and machinery utilisation.
- To continually update knowledge and skills within Groundsmanship.
- To liaise with customers to enable delivery of sports surfaces to the high standards required.
- To understand and implement Health & Safety policies and requirements for yourself and others, commensurate with your level of responsibility with the department to enable you to discharge your other duties and responsibilities safely.

- To clear snow & ice during inclement weather.

Supervision

Supervisor – Sports Ground Management team

Level of supervision received.

- ☐ Regularly supervised
- ☒ Left to work within established guidelines, subject to scrutiny by supervisor.
- ☐ Plan own work to ensure meeting of defined objectives.
- ☐ No supervision received.
- ☐ Supervision given; Any lower graded employees on Grounds and Gardens work.

Authority

- The employee has no authority to use vehicles or machinery for personal use.
- Responsibility for areas assigned to employee.

Functional Contacts

- Sports Development Centre
- Line Managers within Facilities Management
- Visitors
- Students and staff
- Athletic Union
- Governing bodies representatives and high profile sports people
- FM Health & Safety Officer

Standards of Performance

- The required standards of performance will be met when;
- Satisfactory customer feedback is received
- All plant and equipment is properly maintained and cared for
- Personal objectives are being achieved
- All works are carried out accurately
- All works are carried out effectively and efficiently
- The standards for the relevant sports are met including standards of excellence
- Observe current Health & Safety policy

Person Attributes

- Team worker
- Flexible attitude (especially towards working hours)
- Problem solving
- Mature outlook
- Communicator
- Diplomatic
- Resourceful

Points To Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

37 hour week. To work 5 from 7 to include some weekend and evenings as required. Shift allowance is payable when an individuals working pattern varies from week to week on a rota basis. Please refer to <http://www.lboro.ac.uk/services/hr/pay-pension-reward/shift-allowance/> for details.

Corporate/Protective clothing and identity badges to be worn at all times by the employee during work hours, with protective to be worn when carrying out specialist work.

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

Organisational Responsibility

Reports to the Sports grounds management team

Person Specification

Your application will be reviewed with respect to meeting the essential and desirable criteria listed below. Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage
Experience	Experience of sports ground maintenance	1,3
	Experience of operation of a wide range of machinery.	1,3
	Experience of maintenance of synthetic surfaces.	1,3
Skills and abilities	To possess skills and knowledge in the tending of sports grounds and fine turf.	1,3
	Skills in specialist markings.	1,3
	The ability to complete the necessary paperwork, To use email, and basic computer programmes.	1,3
	To demonstrate maturity and reliability and be highly motivated.	1,3
	The ability to be flexible regarding working hours.	1,3
Training	A willingness to receive training and support from within the section and outside bodies.	1,3
	Attendance in In-house basic induction, in-house Risk Management or Risk Management appreciation as appropriate.	1,3
Qualifications	National/Scottish Vocational Qualification Level 2 Sports Turf Maintenance or IOG National Technical Certificate or BTEC First Diploma /First Certificate in Horticulture or C & G National certificate in Horticulture	1,3
Other	To possess a full driving licence *	1,3
	To take responsibility for own tasks and lower grade staff on the same task.	3

Desirable Criteria

Area	Criteria	Stage
Skills and abilities	Knowledge of irrigations systems.	
	Tractor mounted (PA2) pesticide application etc.	
	Basic mechanical skills.	
Qualifications	IOG Modular qualifications relating to specific sports maintenance.	
	National Diploma in Turf Management.	

***For University purposes, in this instance, a full clean driving licence means no major driving convictions, although up to 6 points for minor offences will be accepted.**

Conditions of Service

The position is FULL TIME and OPEN-ENDED Salary will be on OPERATIONAL SERVICES Grade 4, SALARY £24,600 - £28,081 per annum, at a starting salary to be confirmed on offer of appointment. The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff/Operational and Administrative staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>

Applications

The closing date for receipt of applications is 16TH March 2025