

## Job Description

### Grounds Person

<b>Salary:</b>	Grade 4
<b>Contract:</b>	Full time, ongoing
<b>Location:</b>	Canterbury Campus
<b>Responsible to:</b>	Senior Grounds Person
<b>Job family:</b>	Operational

### Job purpose

The University Sports Grounds provide a wide range of facilities on both natural and artificial playing surfaces. The types of pitches available are of a high standard and are fully used throughout the year.

The role holder is responsible for maintaining and preparing these playing surfaces to ensure the continued provision of safe, high-quality surfaces for students, staff and visitors to the University.

### Key accountabilities

The following are the main duties for the job. Other duties, commensurate with the grading of the job, may also be assigned from time to time.

- To carry out the duties of Assistant Grounds Person – Sport in accordance with recognised industry standards
- Maintain and prepare the University's Sports fields and associated areas to a high standard using appropriate methods and machinery
- Ensure the playing surfaces (natural and artificial) are safe at all times
- Support the Senior Grounds Person in the aims and objectives of the section as related to Kent Sport
- Deputise for the Senior Grounds Person when required
- Meet defined Service Level Agreements and ensure full compliance with the Grounds Maintenance contract as it applies to sport.

### Key challenges and decisions

The following provide an overview of the most challenging or complex parts of the role and the degree of autonomy that exists.

- To work with daily direction, but with discretion as to how to perform the duties of the role. Examples of decisions taken are the order of work: appropriate tools, machinery and chemicals to apply to problems: balance of time taken to quality of work produced. Decisions are made within a context of limited resources, tight budgets and fixture deadlines whilst communicating with stakeholders.
- Role holders will be expected to use their initiative to remedial work needed and act on it or ensure it is reported to others in the team working to deliver industry-standard sports surfaces in line with aspirations of the University of Kent. to be able to work to tight deadlines and flexibly to work within the constraints of the weather.
- Documented service level statements are in place which give high-level guidance and quality standards: role holder will interpret these and apply practical solutions to ensure compliance.

- Risks associated with the role mainly relate to health and safety. A poor decision by the role holder could impact on staff students or visitors. Examples of the most extreme outcomes would be major injury or death caused by unsafe working practices (e.g. driving, mowing strimming etc.).

## Facts & figures

Insert the facts and figures associated with the job e.g. size of budget, size of team, number of people managed, number of students/customers the job effects (examples not exhaustive)

## Internal & external relationships

**Internal:** Students, Staff at all levels including senior management, Kent Sport

**External:** Visitors, consultants, contractors, suppliers and event organisers. Regional and National Agencies, Local Authorities.

## Health, safety & wellbeing considerations

This job involves undertaking duties which include the following health, safety and wellbeing considerations:

- Repetitive limb movements
- Noisy working environment (above 80d)
- Working with machinery (please specify any vibration hazards)
- Working with chemicals (inc. requirement to wear latex gloves and inc. work with CO<sub>2</sub> or N<sub>2</sub> gasses)
- Potential exposure to asbestos or other dusts
- Biological Agents/Scientific Hazards (experiments/lasers etc, and waste/sewage)
- Working at heights
- Prolonged physical/manual work/Manual handling (inc. human beings)
- Exposure to animals
- Vocational driving on & off campus (includes use of cars, vans, ride-on mowers, buggies)
- Prolonged weather hazard exposure – wind/rain/snow/pollen/UV & sun
- Working in isolation
- Contact with Human fluids (blood, saliva etc.)

## Person specification

The person specification details the necessary skills, qualifications, experience or other attributes needed to carry out the job. Applications will be measured against the criteria published below.

Selection panels will be looking for clear evidence and examples in an application, or cover letter (where applicable), which back-up any assertions made in relation to each criterion.

### Essential Criteria:

- GCSE Maths & English (Grade C or above) or equivalent (A)
- NVQ /SVQ 2 in related areas egg Sports Turf Management or Maintenance of Outdoor Sports Facilities (or equivalent) (A)
- City & Guilds Land Based Services pesticides certificate of competence or NPTC (National Proficiency Test Council) Spraying Certificates PA1, PA2 and PA6 (or other appropriate certificates in the use of pesticides) (A)
- Significant experience of all aspects of sports turf preparation, construction and maintenance (A, I)
- Knowledgeable in the maintenance techniques and processes inherent in the upkeep of artificial and natural playing surfaces (A, I)
- Proven experience of working as a grounds person (A, I)
- Knowledge of marking out requirements for a variety of sports activities (A, I)
- Up to date with current techniques used in horticulture and Sports Grounds maintenance (A, I)

- Knowledge and awareness of Health & Safety policy and practices in relation to grounds and gardens operations (A, I)
- Excellent communication skills (A, I)
- Work in an organised manner using your knowledge and expertise to deliver on time and to standard. (I)
- Ability to interpret information clearly and instruct others in relevant areas of work (I)
- Operate and maintain a wide range of Grounds care machinery (A, I)
- Ability to work on own as well as being part of a team (A, I)
- Current full UK driving licence (A)
- Ability to carry out all tasks associated with the grounds care industry (A, I)
- Flexibility in working hours and willingness to be on call for severe weather and other grounds care emergencies (I)
- Willingness to undertake all personal development and training required to maintain skills and knowledge (I)
- Firm commitment to achieving the University's vision and values, with a passion for a transformative student experience and multidisciplinary, impactful research (I)
- Commitment to deliver and promote equality, diversity and inclusivity in the day-to-day work of the role (I)

**Desirable Criteria:**

- GCSE Science based subject (Grade C or above) or equivalent (A)
- CLAIT / ECDL or equivalent IT qualification (A)
- Chainsaw CS30 and 31; and pole saw CS48 (or equivalent) (A)
- Member of the Institute of Groundsmanship (A)
- Previous mentoring / supervisory experience (A, I)
- Good IT skills, particularly Microsoft office packages (A, I)
- Driving licence allowing the use of trailers (A, I)

*Assessment stage: A - Application; I - Interview; T - Test/presentation at interview stage*