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**Yeovil Town Football Club**

**Role Profile Groundsperson**

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| **Job Title** | **Groundskeeper** |
| **Hours of Work:** | Standard working week, a minimum of 37.5 hours excluding lunch breaks of half an hour daily. In addition, you will be required to work outside normal office hours in the evening and weekends for match days and other business events |
| **Location:** | Yeovil Town Football Club Huish Park, Alvington Training Grounds, and all associated grounds. |
| **Responsible to** | Head Groundsman |
| **Responsible for** | Delivery of an effective pitch maintenance programme in maintaining, developing, and preparing the playing surface of the stadium to an excellent standard ensuring a safe and consistent quality of the playing surface in order for games to go ahead on schedule.  Maintaining equipment and machinery relevant to the job together with maintaining the surrounding areas of the stadium and training pitches to the same high standard.  Candidate must be motivated, forward thinking, dedicated, take pride in their work, and deliver to a high standard and takes responsibility to get a job completed, and have a flexible approach of the requirements for the overall extensive business within the Club, Community Trust and Academy |
| **Contractual Status** | Permanent Full Time |
| **Duties and responsibilities** | Preparation of all the playing surfaces to a high standard undertaking all duties to ensure the best possible playing surface.  Preparation of the playing area pre-match to include goalposts, nets, white lines, and floodlights. Carry out remedial work post-match to include divots, and arrange pitch covers.  Take action as necessary where inclement weather or other factors are predicted to ensure that games go ahead including frost protection, gritting, salt spreading, snow clearing, drainage measures or any other additional action required to ensure games go ahead on schedule. This may also involve actions in relation to public areas to ensure the safety of visitors and supporters.  Ensuring that the pitch is prepared correctly for fixtures and other events within an agreed budget.  Ensure that all machinery is maintained and tested to a safe and adequate standard and keep a register of all equipment for upgrades and servicing purposes.  Ensure all risk assessments relevant to the role are adequate and updated  Responsible for keeping equipment stored safely and securely at all times  Maintaining pitch management throughout the season including schedules for fertilisers and chemical treatments  Maintain the areas around the ground including culverts, banks, hedges and car park ensuring safety for the public and good cosmetic appearance. This includes maintaining, planting programme and soft landscaping.  Maintain any training areas to a high standard ensuring the surface is useable and prepared for training sessions  Experience and knowledge in the use of pitch lighting rigs and other relevant equipment for perfecting the playing surface  Communicate back on any remedial work or renovation work required, and highlighting any work which may financially be beneficial to the Head Groundskeeper  Modification, move and maintain advertising hoardings as and when required in collaboration with the Commercial & Sales Team  Welcome and be responsible for any contractors who arrive ensuring all documents are completed for them to attend site, and ensure work is carried out satisfactorily alongside Head Groundskeeper.  Undertake general maintenance tasks in relation to the playing surface  At all times understand, adhere, and implement high standards in relation to Health & Safety to manual handling within this role. All correct PPE to be always worn, and to ensure that other colleagues with the maintenance team adhere and understand their responsibility in regard to H&S  Support in maintaining Club standards in relation to quality and the progressive image at the Club  Keep appropriate records for good practice and regulatory compliance  This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.  All employees may be required to undertake any other duties as may be responsibly requested.  **CLUB VALUES**  **Code of Conduct**  The organisation expects the highest standards of integrity and conduct in all matters concerning the Company and its employees. The Code of Conduct along with the Company Handbook makes clear the standards of conduct expected from its employees and explains the responsibilities of the Company, as the employer. All employees are expected to act wholeheartedly in the interests of the Company at all times. Any conduct detrimental to its interests or its relations with its customers, suppliers, the general public or damaging to its public image shall be considered to be a breach of Company rules and policies. Discriminatory, offensive and violent behaviour are unacceptable, and any complaints or concerns will be dealt with and acted upon.  **Equality Inclusion & Diversity**  Yeovil Town are committed to ensuring that equality, inclusion, and diversity of opportunity is at the very heart of everything we do to ensure we provide fair and non-prejudicial access to the services across the Club.  We uphold everyone’s freedom of rights and choice to be different and aim to provide opportunities for everyone to succeed. It is the policy of the club that no person, whether player, job applicant, employee, volunteer, or customer, shall be discriminated against.  The club opposes all forms of unlawful and unfair discrimination, either direct or indirect, or harassment, on the grounds of the following ‘protected characteristics’: Age, Disability, Gender Reassignment, Marriage & civil Partnership, Pregnancy & Maternity, Race, Religion or Belief, Sex and Sexual Orientation.  Anyone who is found to be in breach of this could receive disciplinary action, which may well include suspension and dismissal.  **Safeguarding**  Yeovil Town are committed to and has both a moral and legal obligation to ensure that all children and vulnerable adults are protected and kept safe from harm whilst engaged in services organised and provided by the club and believes that the general wellbeing, welfare and safety of all children and vulnerable adults engaged in club activities is of the upmost importance.  The club will fulfil its responsibilities by ensuring it displays best practice in safeguarding matters, carried out in a spirit of partnership and openness with the child or vulnerable adult, families and the relevant local authority. |
| **Qualifications** | Qualified to high level in sports turf & green keeping NVQ Level 2 in Sports Turf Maintenance or equivalent NTPC PA1, PA2, PA6 pesticide spraying certificates or working towards Valid Driving Licence |
| **Experience** | At least 2 years’ experience as a Groundskeeper or Greenkeeping role Ability to produce risk assessments relevant to the role and ensure procedures are in place Manage and train grounds staff where required Using, handling & application of substances under COSHH regulations |
| **Qualities** | An understanding and experience of working within a sports ground Excellent verbal communication skills Confident, approachable and reliable Proactive team player with an ability to resolve conflict and remain professional at all times Attention to detail and punctuality Able to use own initiative Highly motivated and taking pride in standards and expectations of themselves and the role |