



King George's Field Charity (Ferndown)

Job Description

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| Job Title | Grounds Person | | |
| Post Number | | Current Grade | Grade 1 – 5 |
| Service | King George's Fields Charity (Ferndown) | | |
| Reporting to | Head Grounds Person | | |
| Responsibilities for/ Supervises | No Supervisory responsibilities | | |

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| Job Purpose |
| The post holder will work with the Head Grounds Person and Senior Grounds Person to maintain and prepare the sports pitches at the King George's Field, Ferndown. This will include all KGV land, sports areas, play park and green spaces. |

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| Key Responsibilities |
| Assist with the maintenance and upkeep of the King George's playing fields, bowling green, football pitches, cricket ground and outfield, tennis courts and KGV Pavilion. |
| Other facilities include: Millennium Park, Harmont Woods, Wheel park, Children's playground, KGV Flower Displays/Shrub borders, all other greenspace within KGV grounds and KGV car parks |
| Cherry Grove to Wimborne Road West Pathway |
| Undertake horticultural works, as required, including watering of hanging baskets and planters in the summer months and monitoring winter planters; maintain flower and shrub beds |
| You will be working with mechanical equipment and will be expected to be conversant with health and safety matters relating to this (training will be provided as required) |
| You will be jointly responsible for the maintenance and security of physical resources (tools, machinery, vehicles) |

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| Maintenance |
| Carry out repair and maintenance duties at KGV Playing Fields as directed by Head/Senior Grounds Person |
| Repair and maintain KGV assets, including the play park |
| Ensure KGV storage areas are maintained in a clean and orderly manner |
| Ensure the safe use and maintenance of vehicles, tools and equipment |
| Inspect the wheel park weekly and record inspection |
| Carry out grounds' maintenance tasks including the use of petrol-powered machinery for hedge cutting and grass cutting |

Health and safety

You will ensure that work carried conforms to the risk assessments which have been put in place for the activity e.g. lone working, working at height. If no assessment is held for the activity, then one should be prepared in conjunction with the Head Grounds Person or Administration before the task is commenced.

General

The hours of work are 37 hours per week. Hours may be worked between 8am and 9pm on any day of the week and a rota for weekend work. Core hours are normally 8am and 4.30pm, however, this is subject to a work rota which will be agreed at least one month beforehand with the Head Grounds Person

Possess an up to date valid UK driving licence at all times and report any driving convictions

Attend training courses in accordance with identified training requirements

Assist with KGV's winter maintenance policy, e.g. salting and gritting areas in snowy and icy weather – may be requested to work at short notice due to weather

Deal with general enquiries /complaints from the public and report back to your line manager

Deal with all users in a polite and helpful manner and users of the KGV facilities

Keep accurate records as required, e.g. accidents and incidents

Other duties may be required as directed by the Head/Senior Grounds Person