



SOMERHILL

YARDLEY COURT
BOYS AGED 7-13

SOMERHILL PRE PREP
GIRLS & BOYS AGED 2-7

DERWENT LODGE
GIRLS AGED 7-11

Somerhill Grounds Person Job Description - Prep School

Salary: £22,000-25,000 depending on experience

Start Date: Asap

Reporting to: Head of Grounds

Holidays: 20 days plus 8 public holidays

Hours of work: Monday to Friday 8.00 am to 5.00pm + three Saturdays during term time as agreed with the Head of Grounds and Bursar. Overtime for events and out of hours working will be paid.

Job Context

Somerhill has 160+ acres of grounds, playing fields, sports pitches and gardens maintained by the Head of Grounds and a team of full time Groundsmen.

Main responsibilities

Working with the grounds team to carry out all necessary works to the estate including but not limited to:-

Maintenance, upkeep and appearance of school grounds:

- Playing fields
- Gardens
- Sports pitches
- Marking and maintenance of all surfaces: grass, hard playing surfaces;
- Responsible for preparing, renovating and maintaining cricket pitches to a high standard.

Maintenance, and installation of sports pitch equipment:

- Goal posts, rugby posts, tennis nets, cricket nets and other sports equipment as necessary.

Maintenance of grounds machinery:

- Ensure that day-to-day maintenance, cleanliness and serviceability of all grounds machinery is carried out to the highest standard.

Car Park supervision:

- Directing traffic and supervision of the parking of cars within the school grounds during school hours and during major functions held at the school.

Assist other departments:

- To provide assistance to the Maintenance Department from time to time as necessary.
- General Duties
- To actively contribute to the activities of the school and support colleagues.

General Duties:

- To actively contribute to the activities of the school and support colleagues.

- To be aware of and comply with the necessary Health and Safety policies, legislation and best practice.
- To work within school procedures and codes of practice.
- To undertake such other duties as are agreed to being in keeping with the general nature of the role, including attendance at the major school events each year.
- To undertake role of Fire Marshall for fire evacuations.
- To undertake role of First Aider (training will be given)

Person Specification: Groundsman (full time)

	Essential	Desirable
Education/Qualifications:		
• GCSE passes in Maths and English		x
• Level 1 Cricket Pitches Spring Preparation and Summer Maintenance		x
• Level 1 Cricket Pitches Autumn Renovation and Winter Maintenance		x
• Level 2 Cricket Pitches Applied Turf Culture		x
• Level 3 Cricket Pitches Advanced Turf Culture		x
• Spraying Licenses PA 1,2 and 6		x
Experience:		
• Work or training as a groundsman in a school or sports ground setting	x	
• Work as a gardener		x
Skills and attributes:		
• Full UK driving license	x	
• Practical and logical approach to tasks	x	
• Physically fit to meet the demands and nature of the manual work	x	
• Ability to work to verbal instruction and requirements, with care, accuracy and attention to detail.	x	
• Positive attitude, flexible	x	
• Able to work independently and as part of a team, willing to help others whenever necessary	x	

CONDITIONS

Format of Applications

Formal applications will only be accepted via the official Schools at Somerhill Application Form which will be published alongside this pack. All completed applications should be sent to: recruitment@somerhill.org

Due to the current pandemic, we will not be able to offer tours of the school prior to the interview. However, a tour will form part of the interview process. Our website provides a lot of information about us including a virtual tour <https://spark.adobe.com/page/NWmTWhbdpiUZE/>

Child Protection

All staff have a responsibility for promoting and safeguarding the welfare of children with whom they come into contact and are always required to adhere to and ensure compliance with the School's Safeguarding Policy Statement. If, in the course of carrying out their duties, a member of staff becomes aware of any actual or potential risks to the safety or welfare of children in the School, they must immediately report their concerns to the Designated Safeguarding Lead.

We are an equal opportunities employer and we welcome applicants from all backgrounds. We celebrate the diverse backgrounds that make up our community and consider it important that people from a diverse range of backgrounds are represented in our setting

Offer Conditions

Somerhill is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be offered the role conditionally, subject to the satisfactory completion of a number of background checks including but not limited to: an enhanced DBS check with Children's Barred list check, the taking up and verification of references, the verification of career history and medical fitness to undertake the role. The complete list of required checks will be provided to the successful candidate.

Note

This job description is not intended to be a comprehensive statement of procedures and responsibilities, but instead sets out the principal expectations of the School in relation to the post holder's professional responsibilities and duties. We are looking for an individual who is adaptable, flexible, and willing to carry out the wide range of duties that are likely to be required to make a success of this role. We reserve the right to appoint at any time during the recruitment process.

Health and Safety

Under the Health and Safety at Work Act 1974 and subsequent legislation, the School is obliged to provide you with a workplace and working conditions which so far as is reasonably practicable, are safe and without risk to health. You are required by health and safety legislation to take reasonable care for your own health and safety and for the health and safety of others. Somerhill is a Covid-19 secure environment. Interviews will be held in person in line with social distancing rules.