



Job Description

Job Title	Grounds Person	Reports to	Head Grounds Person
Location	Across all Wigan Athletic and Wigan Warriors sites if required Usual working place: The Brick Community Stadium		
Department	Grounds Team		
Job purpose			
To prepare and maintain sports and amenity surfaces providing a high-quality environment for all training and playing activities. This will be across all Wigan Athletic and Wigan Warriors sites.			
Jobs reporting into the job holder			
Key responsibilities and duties			
<ul style="list-style-type: none"> • Prepare and maintain all works in relation to playing surfaces and ensure that the preparatory and cultivation work to maintain safe quality playing surfaces is completed • Work as part of the grounds care operation, when required to work in any of the group's stadium and training ground facilities • Assist the deputy head grounds person in delivering the pest control, weed control, seeding, fungicide and fertilisation/nutrition program for the playing surfaces • Ensure that the initial marking out and setting up of playing surfaces is to a high standard to ensure the best possible results are achieved • Ensure safe use of the grounds care equipment at all times • Ensure that all chemicals and products within the ground care department are used correctly and safely along with ensuring the products safe storage and security • Inform your line manager or health and safety office/take corrective action on mechanical defects, damage, loss or breakdown of equipment • To be responsible for the security of equipment • At all times adhere to high standards in relation to Health and Safety upholding the Company policy in this respect • Undertake general grounds maintenance tasks in relation to the playing surface and surrounding areas • Ensure work area is kept clean, tidy and secure at all times • Opening and closing duties such as; key holding and setting/un-setting of intruder alarms. • Deal with opposing teams/match officials/customers/clients/members of the public • Liaise with opposing teams and match officials to ensure the best and safe delivery of a match with regards to the playing surface • Up-holding high standards of customer care and attention at all times when promoting the image of the Company • Regular mowing using a variety of mowing equipment. • Aeration, brushing, seeding- Use of tractor units & utility vehicles with a wide range of attachments utilised for turf care maintenance • Set-out & over mark pitches & pre-determined areas ready for play • Reinstatement of pitches • Divot repair work following play. • Set-up & use both travelling & automated irrigation systems. • Ensure the set-up goals, flags for scheduled matches at all venues and at all levels as directed by the head or deputy head grounds person 			

<ul style="list-style-type: none"> Regular brushing/grooming of 3G artificial surfaces using specialised equipment 		
Health and safety		
<ul style="list-style-type: none"> Fully endorse, demonstrate, and carry out the group's health and safety policy. Comply with all group policies and statutory regulations relating to health and safety, safe working practices, hygiene, cleanliness, fire and COSHH. This will include your awareness of any specific hazards in your workplace and assist if required with the amending of risk assessments periodically. Have a full knowledge of procedures for evacuation regarding fire. Identify and report maintenance requirements or hazards within the workplace and encourage any workforce to do the same to avoid injury. 		
Safeguarding		
<ul style="list-style-type: none"> The group is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment. The employee must act to protect all young people and vulnerable adults that are in their care or attending the group's premises. The employee must report any misconduct or suspected misconduct to the Head of Safeguarding. 		
General		
<ul style="list-style-type: none"> Cooperate fully with colleagues and be flexible when assisting them in response to business needs of the group. Ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation, or harassment of any description and to promote positive working relations amongst employees and customers. The above job description is not intended to be exhaustive; the duties and responsibilities may therefore vary over time according to the changing needs of the group. 		
DBS check required		BASIC
Person specification		
	Essential requirements	Desirable requirements
Qualifications	<ul style="list-style-type: none"> Hold or working towards Level 2 National/Scottish Vocational Qualifications in both Horticulture and Sports Turf Maintenance, or be able to demonstrate equivalent knowledge gained through experience. Hold a full driving license [requirement to drive to and from different sites. 	<ul style="list-style-type: none"> Other recognised qualifications in one or more of the following: strimming, hedge cutting, ride-on mowing and tractor driving would be an advantage, as would a chainsaw certificate.
Experience	<ul style="list-style-type: none"> Practical grounds work experience 	<ul style="list-style-type: none"> Practical grounds work experience in a sports environment
Knowledge, skills, and Personal qualities	<ul style="list-style-type: none"> Strong communication skills Motivated by a passion for quality and great service delivery. Ability to successfully work in a team. Enthusiastic. Willing to learn and continuously develop. Assertive, calm with the ability to work well under pressure. Flexible to meet the requirements of the management and coaching staff. Awareness of relevant Health and Safety legislation. 	

	<ul style="list-style-type: none"> • Willing and capable of carrying out medium to heavy manual work tasks in all weather conditions. This may include walking behind mowing machines for long periods. • Strong communication skills • Motivated by a passion for quality and great service delivery. • Ability to successfully work in a team. • Enthusiastic. • Willing to learn and continuously develop. • Assertive, calm with the ability to work well under pressure. • Flexible to meet the requirements of the management and coaching staff. 	
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I confirm that I have read and agreed to this job description outlining the main duties of my job role.

Job holder name:

Signed: _____ **Date:** _____
