# Job Description

## Job Title: Sports Turf Grounds person

## Reports to: Sports Turf Manager

## Job context

Uppingham School, founded in 1584, is a leading co-educational independent boarding school which runs 24/7 in term-time. It has a strong academic profile and excellent pastoral care with an international reputation, and state-of-the-art science, sports and music facilities. Its 830 pupils, aged 13-18, are accommodated in 15 boarding houses, taught by over 20 academic departments, and participate in numerous extra-curricular activities such as sports, music, and drama. The academic programme is supported by business units responsible for marketing, estates, finance, HR, IT, operations (catering, cleaning, and procurement), health and safety, and the School’s trading subsidiary. The School employs c. 550 staff.

The estate covers 125 non-contiguous acres, almost one mile apart at its extremities and interspersed by town housing and retail properties. It includes 59 acres of playing fields, 14 acres of gardens, and a built estate of 80 buildings with an insurance replacement value of £200 million, whose combined external footprint is 775,000 sq ft, and of which 23 are listed (Grades I – II). Buildings include teaching blocks, assembly buildings, boarding houses, staff housing, administrative and technical accommodation, and sports facilities. A programme of new buildings followed full co-education in 2001, including boarding houses, a Music School, sports pavilions, a dual-use Sports Centre and an RIBA national-award winning Science Centre completed in 2014.

The Estates team of about 40 people is responsible to the Estates Director and work in Maintenance, Grounds, Gardens, Estates compliance, Porterage and Security departments. The School is undertaking an ambitious Infrastructure Strategy to improve and renew elements of the Estate, including its core boarding provision, and has refinanced its long-term borrowings to fund the strategy.

Uppingham is committed to Equality, Diversity and Inclusion and welcomes applications from anyone who feels they could fulfil the role.

## Job purpose

Games and a full sporting curriculum form an integral part of school life at Uppingham. The playing fields and sports facilities, covering approximately 56 acres over three sites, cater for multiple sporting activities throughout the year.

We are looking for a committed, experienced, and passionate grounds operative with strong knowledge of machinery and sports pitch maintenance. This role will play a key part in ensuring that the grounds and school pitches are maintained to an excellent standard.

## Your accountabilities

To ensure the maintenance and upkeep of sports fields, ensuring they are safe, functional, and visually appealing for use in sporting activities. This role involves a variety of tasks such as mowing, fertilising, aerating, irrigating, repairing turf surfaces, and maintaining artificial pitches/courts. The goal is to provide high-quality playing surfaces that meets the needs of the school while adhering to safety standards and regulations. Additionally, be responsible for managing equipment, completing scheduled maintenance activities, and liaising with other staff or stakeholders to support field usage.

## Qualifications, skills and experience, personal qualities required.

**Qualifications:**

* PA1, PA2 and PA6 spraying certificates (desirable).
* NVQ Level 2 Sports Turf qualification or similar (desirable)

**Skills and experience:**

* Experience of sports grounds maintenance and associated work.
* Experience in mowing, aeration, fertilising and weed control.
* Ability to use a range of machinery and equipment.
* Experience in initial setting out and marking pitches.

**Personal qualities:**

* Excellent communication skills at all levels of the organisation
* Positive, ‘can-do’ and forward-looking attitude, striving for improvement.
* Diplomatic problem-solver who understands the requirements of stakeholders and colleagues
* Diplomacy and sense of humour

## Key relationships

* Sports Turf Manager
* Head of Estates Services
* Director of Sport
* Sports Staff
* Events Manager

**Membership of wider teams:**

* Estates

## Terms and conditions

Working hours 40

Salary Up to £30k depending on experience.

Probation period 6 months

## Benefits

Holidays The annual holiday entitlement is 25 working days, of which up to 5 days must be taken over the Christmas period. Public holidays in term time are normal working days; a day off in lieu is given at another time.

Pension scheme Defined contribution scheme: employee contribution matched by School by factor of two, up to 10% maximum.

Benefits 50% contribution to premiums for School’s private health scheme

Death in service cover with a lump sum of twice annual salary

 Free membership of dual-use Sports Centre (£25 annual admin fee)

 Free staff lunches in term-time

 School fee day place discount for children of staff

 Retail and restaurant discounts, via Sodexo platform

Cycle to work scheme

Free annual ‘flu jabs

Westfield health care package

Recognised as a “Disability Confident” employer

Recognised as a “Mindful” employer

## Safeguarding

The post-holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School’s Safeguarding (Child Protection) Policy at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School’s Designated Safeguarding Lead or to the Headmaster.

## Note

This Role Definition is not an exhaustive list of what may be expected of you in the role. It is non-contractual and may be amended by the School from time to time.

**Applications**

Applicants should complete the School’s application form, which can be obtained from the website ([www.uppingham.co.uk](http://www.uppingham.co.uk)) and returned, when completed, to hr@uppingham.co.uk, 01572 822216.

The HR Department

Uppingham School

High Street West

Uppingham

Rutland

LE15 9QD

## Organisation charts

**UPPINGHAM LEADERSHIP TEAM (ULT)**

**Headmaster**

(Chair)

Senior Deputy Head

Bursar

Deputy Head Academic

Finance Director

Registrar

Director of IT

HR Director

Operations & Procurement Director

Estates Director

Commercial Director (UK)

Development Director

Marketing Director

**EDUCATIONAL LEADERSHIP TEAM (ELT)**

**BUSINESS SUPPORT LEADERSHIP TEAM (BSLT)**

**Headmaster**

(Chair)

**Bursar**

(Chair)

Development Director

Registrar

Deputy Head Academic

Marketing Director

Operations & Procurement Director

Commercial Director (UK)

HR Director

Director of Information Systems

Estates Director

Finance Director

Senior Deputy Head

H & S Manager

Assistant Head, Sixth Form

Assistant Head, Teacher

Development

Assistant Head, Data /

Acad. Mgmt.

Assistant Head, Pastoral

Assistant Head, Co-curricular

**BSLT – DETAIL**

**Bursar/**

**Clerk to Trustees**

**PA**

**Finance Director**

**Estates Director**

**Commercial Director (UK)**

**Operations & Procurement Director**

**HR Director**

**Director of**

**Information Systems**

**H&S**

**Manager**

HR services

Recruitment

Wellbeing

Pay & benefits

Staff housing

Building Projects

Building Systems

Maintenance

Estate compliance

Environment

Energy

Grounds

Gardens

Security

Porterage

Lettings

Sports Centre

School Shop

Miscellaneous

 trading

Health & Safety

Fire safety

Transport

IT Infrastructure

Client services

Databases & software

IT Training

Telephony

Accounts

Funding

Treasury

Payroll

Reception

Contract catering

Procurement

Operations contracts

Cleaning:

Boarding Houses

Central buildings

**FINANCE**

**PEOPLE**

**BUILDINGS**

**ENERGY &**

**EXTERIOR**

**TRADING**

**INFORMATION &**

**COMMUNICATION**

**TECHNOLOGY**

**HEALTH**

**& SAFETY**

**OPERATIONS & PROCUREMENT**