



CHELTENHAM COLLEGE

SUMMER GROUNDS STAFF

The Department

(This is a fixed term role from 1 April to 30 September): Cheltenham College has extensive sports fields in three locations: College, The Prep and Reeves Field. The grounds staff are responsible for the maintenance of sports pitches throughout College. College seeks to produce sports grounds, which are the envy of the town and Independent Schools.

College

Cheltenham College consists of two inter-dependent fee-paying schools within a single executive structure. College [13-18], founded in 1841, is the oldest of the Victorian public schools and is predominantly a boarding school of some 720 pupils and aiming to become 750 pupils within the next few years. College includes a Sixth Form of approximately 300 pupils.

The Prep School [3-13] is largely a day school of some 400 pupils. Both schools are fully co-educational. The schools are situated in their own spacious grounds near the centre of Cheltenham, a flourishing Cotswold town.

Both schools are fully co-educational. They have fine academic records and a considerable reputation for sport, drama and music.

The role

The successful candidate will work as part of a small team to ensure that the college grounds are maintained to an exceptionally high standard and will be given the opportunity to learn a wide variety of skills related to horticulture.

Person Specification

- Grounds experience is not required, but an interest in the discipline, combined with a willingness to learn, is essential.
- Enthusiastic and reliable
- Ability to take direction and work to high standards
- Self-motivated, with the ability to work unsupervised
- Team player with co-operative, flexible and willing attitude
- Strong interpersonal skills for communication with teaching staff, pupils and colleagues
- Willing to undertake weekend and evening work when the needs of the College dictate
- To be able to work in all weather conditions including rain, snow etc.
- Full driving license desirable

Duties

Tasks will vary on a daily basis, as determined by the Head of Grounds will include:

- The use and maintenance of hand tools and basic light machinery and plant; this will involve heavy lifting
- The use of cylinder and rotary mowers, strimmers, leaf blowers, including adjustments of mower height and quality of cut etc. Oil level checks and check for damage to any mower
- To respond to emergencies and assist other departments as directed by the Head of Grounds and Gardens or Estates Bursar
- To be aware of Health and Safety requirements noting that all duties must be carried out to comply with current Health and Safety at Work legislation
- To ensure all equipment, machinery and buildings are secure
- To keep the mess rooms, tool sheds and staff toilets clean and tidy
- To be aware of and report any security risks posed within the school
- To undergo training as required
- To keep the grounds, thoroughfares, highways, footpaths and pond clear and free from litter at all times
- To carry out gritting, salt spreading, snow clearing as necessary, including highway footpaths through the school
- Prepare and maintain College pitches for sports matches
- Assist in preparation of grounds for annual Cricket Festival
- General grounds maintenance work, including driving road rollers, mowing machines, tractors and other vehicles
- Maintain the College all weather pitches for use by the school and the wider community

Terms and Conditions

- Hours of work are based on a 39-hour week (5 days a week).
- The salary will be based on £8.91 per hour.
- Subject to the above, normal hours are regarded as 8am – 4.30pm with a 30-minute unpaid lunch break. Due to the nature of the position, however, flexibility will be required throughout the year and weekend cover will need to be included on occasions.
- Holiday entitlement: Based on 20 days plus bank holidays with the exception of those when the School is in session (usually one per year and time off in lieu will be given). *As this is a fixed term role, the holiday entitlement will be pro rata.*
- A complimentary lunch, with many hot and cold options to suit all dietary needs, is available during term time.
- Free membership to College's gyms and swimming pool as well as heavily discounted family membership.

January 2022