



MERCHANT TAYLORS'
School

Job description	
The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment	
The School	<p>Merchant Taylors' School is a large Independent Boys' School, situated in 280 acres of parkland in Northwood, Middlesex. The School was founded in 1561, is owned by the Merchant Taylors' Educational Trust and moved to its present site in 1933. There are four distinct boys' day schools on campus. The Nursery, the Pre-Prep & the Prep cater for 370 boys, while the Senior School has over 960 pupils. The School employs over 110 teachers and 160 Support staff across Merchant Taylors' School.</p> <p>The school has a large range of high-class sports facilities including 11 Cricket squares, 8 Rugby, 8 Football, 6 Tennis and 3 Hockey Pitches.</p> <p>The Grounds team prides itself on providing the highest standard on all its sporting surfaces; our relationship with Middlesex CCC does give us a strong focus on cricket with first class matches to academy U10 matches being played at the school.</p> <p>This year we are hosting 3 T20 Blast games and a 4-day county championship game. This is an ideal opportunity to join a team to enhance your knowledge in a broad spectrum of sports.</p>
Job title	Grounds Person
Function	Support Staff
Reports to	Grounds Manager

Line management duties and responsibilities for	N/A
Summary of role	Under supervision of the Grounds Manager, maintain the playing surfaces and facilities to the required standard for the user.
Main duties and responsibilities	<ul style="list-style-type: none"> • Undertake routine preparation and maintenance work on a range of sports facilities and surfaces. Undertake all preparatory and cultivation work to maintain safe quality playing surfaces. • Set up all sports pitches or amenity surfaces. Undertake minor construction and landscaping work. Follows standard procedures requiring knowledge of the functional area. • Drive vehicles and equipment as required for grounds maintenance operations. • Ensure vehicles and equipment used by self and work group are regularly maintained in accordance with routine operating requirements. Monitor the use of consumable items and spares and make arrangements for their replenishment. • Ensure the safe use, storage, calibration and disposal of pesticides and other similar substances. Promote the Health and Safety of self and others. Respond to emergencies. • Establish and maintain effective working relationships with managers, colleagues and end users. • Make recommendations to supervisor regarding improved work systems, labour and machinery utilisation. • Maintain good communications with customers and end users. <p>To undertake any other duties as may be reasonably required and requested by your line manager to meet the School's priorities and demands.</p>
Safeguarding responsibilities	It is 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 and to adhere to and ensure compliance with the School's Safeguarding Policy Statement 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 Head Master

Person Specification

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

	Essential	Desirable	Method of assessment
Qualifications	<ul style="list-style-type: none"> National/Scottish Vocational Qualification Level 2 Sports Turf Maintenance or IOG National Technical Certificate or BTEC First Diploma/First Certificate in Horticulture or City & Guilds National Certificate in Horticulture. 	<ul style="list-style-type: none"> Completed IOG Training Level 1 & 2 and working toward IOG Level 3 training on management techniques and principles to produce a safe and consistent surface. PA1 – PA6 spraying certificate. 	<p>Production of the Applicant's certificates</p> <p>Discussion at interview</p> <p>Independent verification of qualifications</p>
Experience	<ul style="list-style-type: none"> No less than 2 years prior grounds person experience. 	<ul style="list-style-type: none"> Some cricket wicket preparation experience. 	<p>Contents of the Application form</p> <p>Interview</p> <p>Professional references</p>
Skills	<ul style="list-style-type: none"> Using turf machinery. 	<ul style="list-style-type: none"> Awareness of relevant Health and Safety legislation. Formal training in manual handling. A valid driving licence. 	<p>Contents of the Application form</p> <p>Interview</p> <p>Professional references</p>

Knowledge	<ul style="list-style-type: none"> • Good knowledge of sports turf and pitch maintenance. 	<ul style="list-style-type: none"> • Ability to identify pests and disease. 	Contents of the Application form Interview Professional references
Personal competencies, qualities, attitude and behaviours	<ul style="list-style-type: none"> • Willingness to work outdoors and in all weathers. • Proven reliability and punctuality. • Ability to work effectively as part of a team, whilst able to work with minimal supervision. • Good communication and interpersonal skills. • A flexible and proactive approach to work. • Attention to detail. 		Contents of the application form Interview Professional references

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

General Conditions

Start date	May 2025
Hours	<p>Term time</p> <p>8.00 am – 5.00 pm Monday to Friday</p> <p>8.00 am – 12.00 noon One in four Saturdays (Autumn and Spring Term)</p> <p>8.00 am – 12 noon Alternative Saturdays (Summer Term Only)</p> <p>School Holidays</p> <p>8.00 am – 4.00 pm Monday to Friday, only.</p> <p>Some extra hours will be required during the summer term to cope with the demands of cricket at the school. The hours worked will be 40 hours per week on average over the year (shorter working week in the winter)</p>
Salary	£26,542 - £30,721 per annum (based on relevant qualifications, experience and skills)
Holiday	25 days per annum
Other benefits	<p>15% employer contribution to a defined contribution pension scheme (Contributory)</p> <p>Life cover 4 x annual salary and income protection</p> <p>Access to a cash flexible benefit in lieu of pension contribution</p> <p>Access to a number of lifestyle benefits including Cycle to Work, ULEV cars, and retail discount vouchers via our benefit provider</p> <p>Staff fee remission on school fees (subject to admissions criteria)</p> <p>(all of the above subject to eligibility criteria)</p>

	<p>Use of School leisure facilities, including pool, gym and lake.</p> <p>Lunch provided free of charge when the School Catering Department is open</p> <p>Free parking on site, with access to electric vehicle charging (payable via app)</p> <p>Support for professional development and professional membership fees</p>
Closing date for applications	Friday 4 th April 2025, 9am
Interviews to be held	<p>Thursday 10th April 2025</p> <p>Please apply as soon as possible as shortlisting/interviews will progress up until the closing date. Should a suitable candidate be appointed, we reserve the right to close the advert early.</p>

Merchant Taylors' School is an equal opportunities employer committed to safeguarding and promoting the welfare of children. As this role will bring you into contact with children you are expected to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).