



JOB DESCRIPTION

1. **JOB TITLE** **Assistant Groundsman**
Responsible to: **Head Groundsman**
2. **MAIN PURPOSE** To support the Head Groundsman in the day to day management of the Kenilworth Stadium and Training Ground, with particular focus on the maintenance and preparation of the pitch for first team home fixtures and other matches.
3. **RESPONSIBILITIES**
 - 3.1 **Health & Safety** Your core Health and Safety responsibilities are as follows:-
 - Keep informed and involve others,
 - Lead by example being diligent and observant,
 - Ensure safety & risk are considered within all projects,
 - Take an active leading role in safety & risk management (S&R)
 - 3.2 **Duties** The Assistant Groundsman will be responsible for the maintenance and preparation of the Kenilworth Road pitch for all matches. This will extend to the training facility and surrounding areas or other property the Club operates from. Duties will ensure that the standards required by the Directors and Managers of the Club are delivered.
 - 3.3 **Specific**
 - To ensure that the maintenance and preparation of the pitch complies with the requirements of The Football Authorities.
 - To follow up and action any faults or pitch/grounds repairs required that are reported on an on-going basis.
 - Maintain surface to agreed standards by adhering to pre-defined maintenance programmes.
 - Maintain all pitch equipment in line with manufacturers' standards to ensure optimum operation at all times.
 - To check the pitch thoroughly before and after any public event for any problems that may have arisen.
 - The Head Groundsman will agree personal objectives with the Assistant Groundsman. This will form part of the annual review of his performance in the role.

Qualifications Required:

Essential

- Relevant technical qualifications e.g. Institute of Groundsmanship level 2 / City & Guilds / Level 2 Sports Turf Management
- Demonstratable experience working on sports pitches
- General Football and sports knowledge
- An understanding of working in the events industry which can involve unsocial hours and weekend working
- Excellent knowledge of pitch maintenance equipment (cylinder mowers, tractors, spiking equipment etc)
- Display an understanding of different turf and synthetic surface including soil types and drainage

Desirable

- Hold NPTC accreditation PA1, PA2 and PA6.

OTHER RESPONSIBILITIES

4.1 General

Support LTFC in the development and maintenance of good, profitable relationships with the Company's customers and suppliers.

In addition you will be expected to perform such additional activities as your manager may reasonably request.

In addition to the above specification, please note that as an employee of Luton Town Football Club 2020 Ltd, you must at all times carry out your duties with due regard to Luton Town Football Club policies and procedures and comply in full with the Equality Act 2010. You must 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 relationships between all internal and external stakeholders. You must contribute to encouraging equality and respecting diversity by embedding such values in the workplace and challenging inappropriate behaviour and processes.