



SOUTH WEST ESSEX
COMMUNITY EDUCATION TRUST

WELCOME TO OUR TRUST

Job Description/Person
Specification

Grounds
Apprenticeship





JOB TITLE: Grounds Apprentice

REPORTS TO: Grounds Manager

Grade: Apprenticeship

JOB PURPOSE

- The job entails training in all aspects of grounds and greens management. It will require a diligent, dedicated person who wants to work, learn and develop a skill.

KEY CORPORATE ACCOUNTABILITIES

- Commitment to the Trust and school's vision and values;
- To maintain awareness of and commitment to the Trust's Equality and Diversity in Employment Policy in relation to both, employment and service delivery and to observe of conduct which prevents discrimination taking place;
- To comply with all Trust policies and procedures including the Code of Conduct, Safeguarding Policy and E-Safety Policy;
- Undertake safeguarding training at least annually, with further updates as required;
- To fully comply with the Health and Safety at Work Act 1974, the Trust's Health and Safety Policy and all locally agreed safe methods of work;
- To work with colleagues to achieve service plan objectives and targets;
- To participate in the Performance Management Procedure and contribute to the identification of team development needs; and
- At the discretion of the Head Teacher, such other activities as may from time-to-time be agreed and are consistent with the nature of the job description herein.

PRINCIPAL ACCOUNTABILITIES

- To work alongside Grounds staff to support them within their job roles ensuring the Trust has a successful Grounds Service.
- Learn on the job – use skills and experience gained within the multiple Trust site networks to develop a future career in Grounds and Greens Management Services Industry.
- The job will entail the use, (when capable) of all types of machinery including:
 - Mowers
 - hedge cutting
 - leaf blowing
 - brushing
 - turf repair
 - preparation of green playing surfaces
 - line painting
 - strimming
 - use of chemicals
 - general maintenance of items
 - use of tractors when capable



Desired Skills and Qualities

- Practical/hands-on skills essential
- Knowledge of plants & horticulture (desirable)
- The willingness to learn is essential.
- Inquisitive
- Reliable
- Punctual

Desired Qualifications

- GCSE passes in English and Maths

The duties and responsibilities in this job description are not restrictive and the post-holder may be required to undertake any other duties that may be required from time-to-time. Any such duties should not, however, substantially change the general character of the post.

This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

I confirm that I have read and understood, and that I accept, the above job description:

Signature:Date: Name in full: