

ELIZABETH COLLEGE

GUERNSEY ♦ FOUNDED 1563

PARTICULARS OF VACANCY

GROUNDSPERSON

September 2026



www.elizabethcollege.gg
01481 726544

Leading
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GROUNDSPERSON SEPTEMBER 2026

We wish to recruit a motivated and enthusiastic candidate to the role of Groundsperson to join our Grounds team to prepare and maintain the College playing fields and associated sporting facilities. The ideal candidate will have an interest in outdoor work and have a keen interest in the provision of high-quality sporting facilities.

The role is year-round and full time, 38 hours, plus 4 contractual hours of overtime per week. Flexibility in working hours is essential due to seasons, weather conditions and sporting fixtures.

The postholder will be enrolled in a pension scheme upon appointment and will be entitled to 25 days holiday per year, rising to 28 days per year upon 5 years of service.

Information and full details of the post are included in the following documents, which are attached to and form part of these Particulars:

- ✓ Job Description
- ✓ Person Specification



ELIZABETH COLLEGE

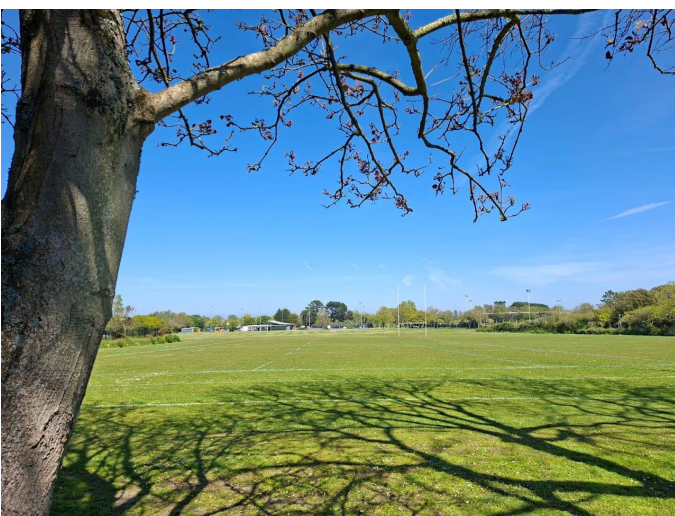
Elizabeth College, founded in 1563 by Queen Elizabeth I, is a selective day school with a broad ability range located in St Peter Port in Guernsey. One of the earliest members of the Heads' Conference, it provides a challenging and highly stimulating academic and co-curricular programme for children from 2 ½ through to 18 years of age in a co-educational environment.

Whether it is for our youngest children in the Pre-School or the eldest studying for their A Level examinations, the Elizabeth College curriculum is vibrant, progressive and stretching. Our staff are focused on helping all our students to learn, to grow and to be better than they were yesterday. This is reflected in our students' examination performances and the successful careers of our alumni. But success goes beyond test scores and university acceptances; at Elizabeth College we nurture the whole child. Our school culture, our diverse offering of co-curricular activities and our comprehensive pastoral care instil in our students a set of core values that we hope will equip them for success for the rest of their lives.

The Junior School is split over two sites, joined by the Elizabeth College Junior School Field. The Acorn site for children aged 2½ through to 7 (Key Stage 1) is located on the King's Road and the Beechwood site for children aged 7 through to 10 (Key Stage 2) is on the Queen's Road. ECJS is located approximately half a mile away from the Upper School, on The Grange. While the campus is split, common spaces such as sporting facilities are shared. Familiarity with the site, staff and routines allows for smooth transitions between the different educational stages, with staff working together to ensure continuity of pastoral and academic support.

The Upper School became co-educational in September 2021 with girls joining the College in Year 7 and Year 12. This change was made recognising the needs of modern society and builds on both our well-established co-educational offering in the Junior School and the positive impact of our Sixth Form partnership with The Ladies' College. The Upper School offers a wide variety of subjects with most students taking between nine and eleven GCSEs.

Beyond the classroom, there are extensive opportunities for students to become involved in Sport, Music, Drama, STEM activities, trips and tours, the Combined Cadet Force (CCF), the Duke of Edinburgh's Award Scheme and many other activities.



THE PLAYING FIELDS

College Field and Memorial Field, located in St Peter Port, form the principal outdoor sports venues associated with Elizabeth College and are widely regarded as two of the island's leading sporting facilities. College Field, situated just off King's Road, is particularly renowned for its attractive and traditional setting, framed by mature trees and overlooked by a beautiful pavilion which is steeped in history and significance for generations of islanders.

The playing field serves as a multi-purpose venue with both athletics, cricket and football played throughout the year by pupils and students. The venue also regularly hosts domestic and representative fixtures, football camps, Sports Days and international cricket tournaments. More recent additions to the grounds include a petanque terrain and a croquet lawn.

Memorial Field complements this provision as a modern, versatile sports complex, offering extensive playing areas alongside an all-weather hockey pitch and high-quality pavilion facilities. The site supports athletics, cricket, football and rugby across the seasons, and its infrastructure—comprising changing rooms, viewing galleries and hospitality space—positions it as a key hub for competitive sport on the island. Together, College Field and Memorial Field provide outstanding playing surfaces and facilities, supporting both school and community sport.

OUR VALUES

Everything we do at Elizabeth College is centred around living to our core set of values. They help steer how we behave, learn and treat each other, and they are embedded in and reflected upon in all aspects of school life.

An Elizabeth College education is designed to create well-rounded, resilient young people who have the skills, attitudes and values to be successful individuals who make a positive contribution to society. This focus begins right at the start of the Junior School with a simple set of easy to follow core values. For our youngest children we teach them to: Aim High, Be Kind, and Be Brave. Providing this toolkit for school life, ensures we encourage them to develop self-confidence and a love of learning, while being sensitive to the feelings of others.

As students move up through the years and into the Upper School we actively use our core values: Curiosity, Compassion and Courage to guide our daily interactions with one another and our approach to school work.



OUR SAFER RECRUITMENT PROCEDURE

All candidates who apply for a role within Elizabeth College will be subject to a safer recruitment process, including a disclosure of criminal records and other vetting checks. The interview will include questions about safeguarding and the protection of children and young people.

All information provided on the application form by candidates will be shared only with HR and the interview panel and processed for recruitment purposes only. All information will be stored in accordance with our data protection policy.

Applicants who meet the shortlisting criteria will be contacted by the HR Team to request consent from to contact the nominated referees, ideally in advance of interview. The following information is requested from the referee:

- Applicant details including dates of employment, how long they have known the individual and if they would re-employ
- The applicant's qualities and achievements
- Areas of development
- Reason for leaving
- Current salary
- Suitability for the role
- Safeguarding
- A personal evaluation
- The opportunity to provide further comments

Please visit our website at www.elizabethcollege.gg for further information about Elizabeth College. If you have any questions about the post, please do not hesitate to contact us.

Applications for this position must be submitted on the Elizabeth College application form available on our website (www.elizabethcollege.gg) or on request from:

The HR Team E: HR@elizabethcollege.gg
The HR Office, Elizabeth College, The Grange, St Peter Port, Guernsey, GY1 2PY

Please do not submit supplementary information by CV or letter. All relevant information must be included in the application form.

Potential candidates who may find it difficult to or be unable to complete the application form but whose qualifications and/or experience meet the requirements of the role should contact the HR team as above.

Elizabeth College is committed to safeguarding and promoting the welfare of young people. The successful applicant will be required to satisfy our standard employment checks, including the completion of a DBS Enhanced Disclosure check. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

Online and Social Media checks may be conducted for shortlisted candidates.

All applications are welcome and will be considered in line with the Guernsey Discrimination Ordinance.

The closing date for applications for this post is **noon on Monday 29 June 2026.**





Job Description

Groundsperson

Place of work:	College Field and Memorial Field / Elizabeth College, Junior School, and Upper School
Responsible to:	Estates Manager, with day-to-day management via the Head Groundsperson, and Maintenance Supervisor
Hours:	This is a year-round, full-time role: 38 hours, plus 4 contractual hours of overtime per week
Remuneration:	States of Guernsey F/01 (£48,189.52), annually rising to F/02 and F/03
Purpose of Position:	The preparation and maintenance of College playing fields and associated sporting facilities.

Elizabeth College is committed to safeguarding and promoting the welfare of young people and staff. The successful applicant will be required to satisfy our standard employment checks, including the completion of a DBS Enhanced Disclosure check.

Main Duties & Responsibilities

Typical Groundsperson duties and responsibilities include (but are not limited to) the following:

Grounds and Sports Surface Maintenance

- Preparing and maintaining all sports facilities and grass areas used for sporting activities, both internal and external, under the direction of the Head Groundsperson, to a high standard.
- Preparation, maintenance and renovation of artificial and/or grass cricket wickets, practice areas, cricket squares and playing surfaces.
- Creating, marking out and setting up playing surfaces for fixtures and sporting activities.
- Cleaning and maintaining ATP surfaces, including brushing and marking in accordance with usage requirements.
- Ensuring hedges and landscaped areas are maintained to a high standard.
- Maintaining the cleanliness and presentation of the Grounds, Pavilions and work areas, both internally and externally.

Machinery, Equipment and Operations

- Working with a variety of grounds maintenance equipment and machinery, carrying out first-line and general maintenance as directed.
- Driving and maintaining vehicles and equipment required for grounds maintenance operations.
- Application of fertilisers, fungicides and other approved treatments in accordance with relevant regulations and training.

Health, Safety and Compliance

- Maintaining awareness of and complying with all relevant Health and Safety Regulations within areas of responsibility, including carrying a College phone during working hours.

- Attending mandatory College INSET and professional training, including First Aid, Fire Marshal, Safeguarding, Insecticides and Pesticides, Health & Safety, Asbestos Awareness, Working at Height, Manual Handling and any other relevant training as required.
- Continually seeking to adopt best practice and implement new grounds technology, with appropriate training where required.

Work Planning and Flexibility

- Prioritising workloads in accordance with fixture schedules, seasonal requirements and weather conditions.
- Demonstrating flexibility in working hours to meet seasonal demands and respond to adverse weather conditions, including heavy snow, ice and storms, which may require earlier starts or additional duties to ensure the Grounds are safe for use.
- Working additional hours when required during busy periods, including early mornings, evenings and weekends, subject to prior agreement with the Head Groundsperson.
- Must be prepared to support the Estates Team in all other Elizabeth College locations as directed by your Line Manager.

Additional Duties

- Carrying out Special Constable duties within Elizabeth College car parks as directed by the Head Groundsperson.

From April through to October, the demands on the Grounds Team increase significantly due to the preparation, upkeep, and maintenance of the playing fields and sports facilities. During this period, it is anticipated that the majority of the Groundsperson's time will be spent working at the playing fields. However, during the winter months, when seasonal pressures on the Grounds Team reduce and operational capacity permits, the Groundsperson will be required to support other College sites with general maintenance, caretaking, and Estates duties as necessary.

Job descriptions may be reviewed and subsequently amended or modified to reflect the changing needs of the school.



Person Specification: Groundsperson			
	Essential	Desirable	How assessed
Education and/or Qualifications:			
Hold a clean car (B) driving licence	✓		Application form
Willing to train as a Special Constable	✓		Interview
Willingness to undergo health & safety (e.g. manual handling), Fire Marshal and First Aid training	✓		Interview
Experience & Knowledge:			
Experience of working in a grounds or similar role		✓	Application form
Experience of using and driving grounds or other machinery		✓	Application form
Experience of working in a school or other educational setting		✓	Application form
Knowledge of workplace compliance requirements		✓	Application form; Interview
Personal and Professional Skills and Attributes:			
An interest in outdoor work and the provision of high-quality sporting facilities	✓		Application form; Interview
Physical fitness & stamina	✓		Interview
Well-motivated and enthusiastic with high standards and a positive 'can-do' attitude and customer service ethos.	✓		Application form; Interview
Great problem-solver	✓		Application form; Interview
Commitment to professional development	✓		Application form; Interview
Flexible, pro-active approach to work including the ability to prioritise and re-prioritise	✓		Application form; Interview
Excellent interpersonal skills and able to communicate and collaborate effectively with staff, at all levels	✓		Interview; References
Attention to detail	✓		Application form; References
The ability to take the initiative and to think creatively	✓		Application form; References
Ability to work independently and as part of a team	✓		Application form; Interview
Willing to work flexibly and to adapt to the school's changing needs, and to be 'on call' for urgent issues, as required	✓		Interview; References

Tact, discretion and loyalty, integrity and high professional standards	✓		References
Willing to go the 'extra mile' and willing and able to be called out in an emergency after hours	✓		Interview
Desire to present Elizabeth College in the best light at all times	✓		Interview