



Job Information Pack

ASSISTANT GROUNDS PERSON

Bradford City Football Club, Valley Parade, BD8 7DY

Closing date: Applications will be assessed as received

We reserve the right to close the vacancy at any point, should a sufficient number of applications be received. Interviews will be held at Valley Parade.

JOB DESCRIPTION

- Job title: Assistant Grounds Person
- Location: Bradford City Football Club, Valley Parade, Bradford, BD8 7DY
- Department: Operations/Maintenance
- Responsible to: Head Grounds Person

Bradford City Football Club seek to appoint a full-time **Assistant Grounds Person** who will, under the supervision and direction of the Head Grounds Person, assist in the preparation and upkeep of the football pitch at Valley Parade and, as required, the training ground.

Having prior relevant experience is advantageous but by no means essential as on-job training will be available and the opportunity to work towards industry recognised qualifications will be offered. *Apprenticeship enquiries are welcomed and applications from people with a genuine interest in a grounds keeping career are encouraged.*

Main duties:

Under the supervision and direction of the Head Grounds Person you will:

- Carry out pitch maintenance duties including mowing, aerating, line marking, divoting, chemical spraying and fertilising
- Ensure daily maintenance work is recorded accurately and logged in accordance with established company procedures
- Maintain grass health and be able to identify problems such as weeds, pests, diseases.
- Carry out basic maintenance, report issues, oversee repairs
- Understand the drainage system
- Support in the completion of all end of season pitch renovation works
- Ensure that all equipment is maintained and cleaned to the highest standard
- Safely operate a range of horticultural equipment and machinery ensuring all is maintained in accordance with routine operating requirements

Other requirements:

- Be an active, engaged and effective member of the staff team.
- Develop positive working relationships with all stakeholders across the Club.
- Undertake all other reasonable duties.

GENERAL TERMS

Working arrangement:	Based at Valley Parade, Bradford, BD8 7DY and any other locations as required by the Club
Work environment:	<p>Predominantly based outdoors requiring exposure to all weather conditions, including rain, cold, wind and high temperatures</p> <p>Hands-on and physically demanding, requiring lifting, bending, walking and operating machinery for extended periods of time</p>
Hours:	<p>40 hours per week (1 FTE)</p> <p>This is not a 9-5 role. The working pattern will be dependent on and in response to the football calendar and the successful applicant must be flexible to this, to include early mornings, weekends and evenings</p>
Salary:	£NLW with structured increments
Benefits:	<p>Employee assistance programme</p> <p>Workplace pension</p> <p>Development and training opportunities</p>
Responsible to:	Head Grounds Person
Responsible for:	N/A
Probationary period:	Appointments are conditional on the completion of a 6-month probationary period. We reserve the right to extend this.
DBS Certificate:	Offers of employment are conditional on a satisfactory enhanced disclosure from the Disclosure & Barring Service (DBS)
Anticipated start:	Spring 2026

PERSON SPECIFICATION

- Job title: Assistant Grounds Person
- Location: Bradford City Football Club, Valley Parade, Bradford, BD8 7DY
- Department: Operations/Maintenance
- Responsible to: Head Grounds Person

Education & Training	Essential	Desirable	Assessment
Sports turf management qualification, or equivalent		Yes	A, I, Q
PA1, PA2 and PA6 Certificates		Yes	A, I, Q
First Aid Certificate		Yes	A, I, Q
Knowledge & Skills			
Experience of managing sport pitches within a high-performance environment		Yes	A, I
Previous experience of working within professional football		Yes	A, I
Understanding of drainage and irrigation systems		Yes	A, I
Knowledge of sports turf maintenance machinery and techniques		Yes	A, I
Experience of working in a multi-disciplinary environment		Yes	A, I
Excellent interpersonal skills	Yes		A, I
Qualities & Aptitudes			
Able to multi task and manage multiple projects simultaneously	Yes		A, I
Able to adapt and react positively to changes in planned activities/routines	Yes		A, I
Any Other Requirements			
A full UK driving licence		Yes	A, I
Accepting that working days and hours will be reactive to the football calendar	Yes		A, I
Committed to self-development to ensure knowledge and skills remain relevant	Yes		A, I
Committed to work to Club policies in Health & Safety, Safeguarding and EDI	Yes		A, I

Assessment Method: **A:** Application Form; **I:** Interview; **Q:** Qualification; **W:** Exercise; **P:** Presentation

IMPORTANT NOTES

Adjustments:

Please contact us if you require adjustments making at any stage or to any aspect of the recruitment process. If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made

Entitlement to work in the UK:

Any job offer will be conditional on you demonstrating the right to live and work in the United Kingdom as required by the Immigration Asylum and Nationality Act 2006. You will be required to evidence your right should an offer of employment be made

Criminal Convictions:

Many roles at the Club involve working with children and are exempt from Section 4(2) of the Rehabilitation of Offenders Act 1974. Offers of employment for these posts remain conditional on a satisfactory enhanced disclosure from a DBS check.

Having a criminal record does not automatically bar you from working with us but this will depend entirely on the conviction and the job that you have applied for.

Experience, knowledge, skills, and abilities:

The person specification lists the requirements for this post. The panel only consider information written on your application form and will assess this information against the person specification.

References:

Any job offer will be conditional subject to receipt of satisfactory references. We reserve the right to withdraw a conditional offer based on the references that we receive.

Data Protection:

The information you provide will be held securely and in confidence. We process information in line with our Privacy Policy and the information we hold will, if you are appointed, be used to administer your employment with us.

By making an application, we assume that you agree to the processing of your data in accordance with our Privacy Policy.

Equality, diversity, and inclusion:

The Club's commitment to equality, diversity and inclusion (EDI) is to confront and eliminate discrimination whether by reason of age, gender, gender assignment, sexual orientation, marital status or civil partnership, race, nationality, ethnicity (race), religion, ability or disability, pregnancy or maternity and to encourage equal opportunities.

Employees of the Club must ensure a positive commitment towards EDI by treating others fairly and not committing any form of discrimination, victimisation or harassment of any description, promoting working relationships between all internal and external stakeholders.

If you have any questions or comments about how we recruit, you can provide feedback [here](#).

HOW TO APPLY

What you need to submit:

As part of safer recruitment applications must be made using a [Club Application Form](#). A personal statement about why you are interested in the role can, if you chose, also be included.

Timeline for making an application:

Applications will be assessed on receipt and we reserve the right to close the vacancy at any time should a suitable number of applications be received. Return completed application forms and personal statements by email to andycrawford@bradfordcityafc.com

Next steps:

If your application is shortlisted you will be asked to attend a face to face interview at Valley Parade