



Groundsperson

Volunteer Committee Position Description



Reports To

Secretary / President



Works Closely With

Match Day Duty Officer, Technical Director of Football, local council

PURPOSE OF THE ROLE

Keep our grounds safe, playable, and looking their best. The Groundsperson handles line marking, minor maintenance, and ensures our first aid and safety equipment is always compliant and in place. Ground set-up on match days is handled by the first teams on each field, and pack-up by the last.

KEY RESPONSIBILITIES

- Complete line marking on all playing fields ahead of training and match days
- Carry out minor ground maintenance during the week and weekends (goal net repairs, signage, fencing, rubbish removal, etc.)
- Inspect grounds regularly and report significant maintenance issues to the committee for escalation to council
- Maintain, inspect, and restock the club's first aid kits to ensure they are compliant and accessible at all times
- Ensure the defibrillator (AED) is charged, registered, serviced, and in its designated location on all match and training days
- Maintain the line-marking machine and other ground equipment in good working order
- Liaise with council regarding ground conditions, closures, or formal maintenance requests
- Report any serious ground safety concerns to the Match Day Duty Officer or President immediately
- Advise the committee on ground supply needs (line-marking paint, nets, corner flags, etc.)

TIME COMMITMENT

4–8 hours/week during season; reduced in off-season



People Management

N/A



Budget Management

Supporting role — advises committee on ground supply needs

SKILLS & EXPERIENCE (HELPFUL, NOT REQUIRED)

- Hold or willing to obtain a current volunteer Working With Children Check (WWCC) — essential
- Physically capable of operating a line-marking machine and carrying out light maintenance
- Reliable and self-directed — grounds need to be ready rain or shine
- Basic knowledge of grounds maintenance and equipment care
- Defibrillator and first aid awareness (training available and encouraged)



Essential Requirements

This role requires a current Working With Children Check (WWCC) — or willingness to obtain one prior to commencing the role. The ordinary hours of this volunteer role can include weekends and evenings.



End-of-Year Handover

At the end of each season, the outgoing role-holder is responsible for: (1) reviewing and updating this position description to ensure it reflects how the role has evolved; (2) submitting the updated PD to the Secretary prior to the AGM; (3) participating in handover with their successor — sharing

key contacts, documents, passwords, and institutional knowledge to ensure continuity for the club.

 You'd be great for this if...

You're practical and hands-on, take pride in a well-presented ground, and don't need to be asked twice. Note: given the time commitment involved, the club is open to discussing reimbursement arrangements for the right person.