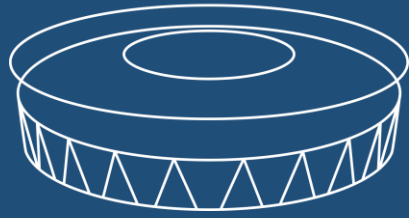


# LONDON STADIUM



# RECRUITMENT PACK



# LONDON STADIUM

## OPERATIONS DEPARTMENT ROLE PROFILE

### Grounds Apprentice

**RESPONSIBLE TO:** Head Groundsperson

**SALARY:** £28,918.80 per annum (London Living Wage equivalent)

**TERMS:** Fixed term contract for 18 months, subject to a three month probationary period

#### THE ROLE

London Stadium are looking for a Grounds Apprentice to join the team. The successful candidate will be supporting the Head Groundsperson and the wider grounds team in providing and maintaining high standards of Groundsman-ship within London Stadium, the adjoining community pitch and any of the company's other venues.

You will be looking to take your first steps in a career in grounds management, showing enthusiasm to learn and develop, progressing with both your career and studies. You should be able to demonstrate experience of (whether that be through work, studies, volunteering, hobbies or other interests) working effectively as part of a team, showing a positive attitude and communicating clearly.

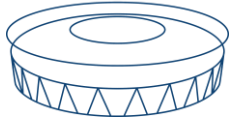
You will be a valued member of the team who will contribute to the operational success of the stadium, through day to day operations for a variety of exciting events such as football, concerts, Major League Baseball, athletics, rugby, filming and community events. No two days will be same so this role will be varied and give you the opportunity to get involved in a wide range of activities and projects.

Due to the requirements of the Level 2 Apprenticeship, candidates are expected to have GCSEs including Maths and English Grade A\*-C or 4 and above(or equivalent). You will undertake a qualification in Sports Turf Operative Apprenticeship whilst working at London Stadium, and we will support the successful candidate through the apprenticeship, including the cost of exam entries and tuition.

You will be part of a diverse and inclusive team that is friendly and welcoming. They will support you throughout your qualification, with exam preparation and you will have one day a week (20% of your time) dedicated to your studies.

We are committed to opening up opportunities for diverse, local talent both, and apprenticeships are a key way for us to attract and develop talent. We want you to realise your own impact and create your own legacy. To help you do this, we invest in your development, because your growth is our growth. Our aim is for you to develop the skills and experience you need to thrive in the workplace.

We understand that everybody's career is a different story, with different skillsets and strengths. Some of these you may have developed through your studies at school, others may come from life experience and



some you may already have instinctively. You may be a career changer with work experience looking for your next move. Whatever your background, we want to hear from you!

**Please note that events and filming take place all year round, and at different times and days, so you may be required to work early mornings, evenings and weekends.**

Please see specific duties and requirements in the Role Profile and Person Specification below.

### **What is it like to be an apprentice?**

An apprenticeship puts you in a paid position whilst allowing you to study for professional accreditation. Once you complete your apprenticeship you will have all the relevant knowledge to progress in your chosen field.

As an apprentice you will work within one of our teams during your 18 months. But you are also encouraged to get involved with as many different teams as possible, to make the most of your time here.

Your apprenticeship is not a journey you make alone. You will have support every step of the way. Your line manager and HR Team will support you to build your capability as you gain experience in your role.

You will also receive high quality learning and development as part of your apprenticeship and have the chance to work alongside experts in the field as you put your learning into practice. You will finish your apprenticeship as an accredited professional able to progress your career in your chosen field. Many of our apprentices have gone on to use their skills and knowledge to secure roles at London Stadium or been in the position to step up into their future careers at an external organisation.

This is a Level 2 apprenticeship, which is equivalent to A-Levels. You can find out more about the course here: [Become an apprentice - GOV.UK \(www.gov.uk\)](#) and [LINK TO COURSE](#)

### **HOW TO APPLY**

To find out more about this role and to apply please download a copy of our recruitment pack and apply through our online application system by 11:59pm on Sunday 23<sup>rd</sup> February 2025. First round interviews will take place during the week commencing 3<sup>rd</sup> March. We are looking for someone to start from April 2025.



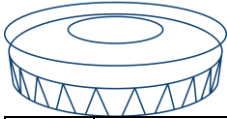
# LONDON STADIUM

## OPERATIONS DEPARTMENT ROLE PROFILE

### Grounds Apprentice

<b>Job Title</b>	<b>Grounds Apprentice</b>
<b>Reports to</b>	Head Groundsperson
<b>Responsible for</b>	None
<b>Location</b>	Based at the offices at London Stadium, Queen Elizabeth Olympic Park
<b>Purpose</b>	To provide support to the Grounds Team for the successful operations of events and day to day operations.

<b>Roles and Responsibilities</b>	
<b>1</b>	Helping to maintain and prepare the playing surface to an excellent standard, to ensure that the games and events can go ahead on schedule
<b>2</b>	Helping to maintain the community pitch to an excellent standard, ensuring that the surface is usable and prepared for events
<b>3</b>	Loading, transporting and storing equipment and materials
<b>4</b>	Ensuring all machinery is prepared for safe use, and cleaned and stored after use
<b>5</b>	Assist with mowing, line marking, renovation and setting out equipment
<b>6</b>	Undertake general maintenance tasks in relation to the playing surface and surrounding areas
<b>7</b>	Accept and check deliveries as required
<b>8</b>	Maintain the company standards in relation to quality; observe all health and safety instructions and obligations. Maintain and uphold the professional and progressive image of the company
<b>9</b>	When dealing with customers/clients/public, uphold high standards of customer care and attention at all times promoting the image of the company
<b>10</b>	Undertake other duties as designated by line manager
<b>11</b>	Adhere to the LS185 Procurement Process and ensure that all the Purchase Orders / financial information are entered accurately in line with the deadlines communicated by the Finance department. Provide support on procurement projects for uniforms, barriers and other items.
<b>12</b>	Comply with company regulations, policies and procedures, and embrace London Stadium values
<b>13</b>	Adhere to company policy and procedures while taking responsibility for your own health and safety and for that of others who could be affected by your work. Ensure risk assessments



	relating to their area of work are carried out, and that resulting safe systems of work are recorded, implemented and monitored.
<b>14</b>	To undertake any other duties, not specified above, that are appropriate to the level and responsibilities of the post.

### Person Specification – Grounds Apprentice

<b>Qualifications</b>		<b>Essential</b>	<b>Desirable</b>
<b>1</b>	Have or be capable of achieving Level 1 Functional Skills in Maths and English	✓	
<b>Knowledge &amp; Experience</b>			
<b>2</b>	Have some experience in grounds maintenance		✓
<b>Skills</b>			
<b>3</b>	Excellent communication skills	✓	
<b>4</b>	Willing and capable of carrying out medium to heavy manual work tasks in all weather conditions. This may include using mowing machines for long periods.	✓	
<b>5</b>	Be able to follow instructions, in particular for personal safety and the safety of others in the use of machinery and equipment.	✓	
<b>Personal Qualities</b>			
<b>6</b>	Excellent time management	✓	
<b>7</b>	Friendly, helpful and cheerful persona	✓	
<b>8</b>	Attention to detail	✓	
<b>9</b>	Flexible approach to working hours	✓	
<b>10</b>	Ability to work calmly under pressure	✓	
<b>11</b>	A genuine team player	✓	