



The Duke of York's  
Royal Military School

# *Candidate Information for the role of Groundsman*

Required for January 2024

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## Introduction

In 1801, His Royal Highness Frederick Duke of York laid the foundation stone in Chelsea of what was to become The Duke of York's Royal Military School, a School for the children of military personnel which opened in 1803. Then in 1909, the School relocated to its present site in Dover, Kent and in 2010, we became the first full state boarding academy, opening our doors to any family wishing to choose this unique and iconic School for their child's secondary education.

A £24.9 million refurbishment project in 2014 has delivered a new sports centre, high-quality accommodation and teaching blocks and a performing arts centre.

The Duke of York's Royal Military School has a rich military heritage that provides the backbone of the School; benefitting the ethos, values and learning culture of the School. It is proud to provide a stable, caring and understanding environment for the children of members of the armed forces, but also children from all backgrounds.

*'Looking forward  
with confidence  
And looking back  
with pride'*

### Academic Achievement

A non-selective School which consistently performs significantly above the national average. The progress our students make during their time at the School is a significant strength. Supervised prep, Saturday morning lessons, small classes and proactively encouraging each and every student to achieve the very best they can, ensures high academic standards. The School operates to an independent school model; it is busy and dynamic, where Saturday morning school is part of our routine with sport, performance and activities in the afternoon.





# The Role Groundsman

## Overview of The Duke of York's Royal Military School Site and Grounds

The Duke of York's Royal Military School, located in Dover, England, boasts a historic and expansive site that plays a crucial role in the development and education of young minds in a military context. As a potential groundsman, you would be responsible for maintaining and enhancing the beauty, functionality, and safety of this prestigious institution's grounds. The School, founded in 1801, has a rich history, and the site reflects a blend of historic and modern architecture. The grounds are steeped in tradition and contribute to the unique character of the institution. The School is set on a considerable expanse of land, featuring various outdoor spaces, sports fields, parade grounds, and landscaped areas. Your role as a groundsman would involve the care of these diverse environments. The School takes pride in its sports programs, and well-maintained sports fields are essential. This includes football pitches, rugby fields, cricket pitches, and other sports facilities. There are gardens, courtyards, and green spaces that contribute to the aesthetic appeal of the site. Your role would involve the care and maintenance of these areas. Beyond the aesthetic, your responsibilities extend to the upkeep of pathways, roads, and other infrastructural elements within the grounds.

## The Role

The Duke of York's Royal Military School now seeks to appoint a Groundsman, qualities such as attention to detail, a strong work ethic, and a commitment to the upkeep of historical and functional aspects of the School site will be highly valued. Experience in groundskeeping, landscaping, or related fields will be essential for success in this role.





## Job Purpose

The post holder will be responsible for fully supporting all areas of the Facilities Management department function with a main objective of ensuring all grounds areas are fit for purpose i.e., sports activities and parades.

To carry out Facilities Management specified services to the standard and level detailed in the Facilities Management Operational Policy and Service Level Agreement.

## Key Responsibilities

- Close liaison with the Grounds Supervisor with regard to any grounds maintenance issues, including equipment, or unavailability of pitches in accordance with the School calendar.
- Ensure all sports pitches are available for school matches and that any external lettings have pitches available.
- Maintain the site grounds to a high standard especially for special events i.e. Grand Day and Remembrance weekend.
- Grounds winter preparation work.
- In conjunction with the FM department snow and ice plan, ensure that all site access roads and pathways are clear and safe. This includes flexibility in work pattern to allow for early morning / late evening gritting due to employee living on-site.
- Undertake ad hoc road pothole repairs.
- Assist maintenance staff in other maintenance tasks as required.

## Additional Responsibilities

Undertake relevant training and updates as required to keep up to date with current legislation.

Personally responsible for the health, safety and welfare of all staff and students that may be affected by the postholder's acts and/or omissions.

Personally responsible for equal opportunities awareness and ensuring that the postholder is aware of, and carries out, the provisions contained in the Equal Opportunities policy.

To be responsible for safeguarding and promoting the welfare of children and young people.



# Person Specification



## Details about the Post: Groundsman — January 2024

<b>Title</b>	Groundsman
<b>Type of Post</b>	Full Time, Permanent Contract (occasional weekend/evening work)
<b>Start Date</b>	January 2024
<b>Salary</b>	Starting at £21,676 (DOYRMS Band 3)

<b>Advert</b>	The Duke of York's Royal Military School seeks to appoint a Groundsman. We have a rich military heritage that provides the backbone of the School; benefitting the ethos,
<b>Department</b>	Facilities Management (FM)
<b>Role</b>	The post holder will be responsible for fully supporting all areas of the Facilities Management department function with a main objective of ensuring all grounds areas are fit
<b>Hours of Work</b>	37.50 hours per week, Monday to Friday, 0715am—1545pm.

# Remuneration

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## Salary and Benefits

- A starting salary of £21,676 per annum (DOYRMS Band 3 pay scale) rising to £22,600 through performance related promotion.
- Access to the Local Government Pension Scheme (LGPS), a defined benefit scheme with employee contributions linked to starting salary of 5.8% and employer contributions of 22.5%.
- Death in service benefit of three times salary (provided as part of LGPS participation).
- A professional, hardworking and supportive environment and team.
- Free parking on-site.
- Cycle-to-Work salary sacrifice scheme.
- Free lunch in the School dining hall during term-time.
- Use of fantastic, free, on-site facilities such as our gym and swimming pool.
- Possibility of relocation to the School, along with accommodation at a subsidised rate and associated utilities (subject to availability and need).



## Application Process

The deadline for the receipt of applications is 12:00 on Friday 5 January 2024.

An application form can be downloaded from the School website:

[www.doyrms.com/staff-vacancies](http://www.doyrms.com/staff-vacancies)

In order to apply, candidates should complete their application form and email it to [Recruitment@doyrms.com](mailto:Recruitment@doyrms.com) together with a covering letter explaining their reasons for applying and their suitability for the role.

Completed applications should be sent by email to the HR Department at [Recruitment@doyrms.com](mailto:Recruitment@doyrms.com).

Interviews will take place at The Duke of York's Royal Military School mid/late January 2024.





# The Duke of York's Royal Military School

