



DIAMOND CREEK  
JUNIOR FOOTBALL CLUB

# Grounds Manager Position Description

## **Goal Statement:**

The Grounds Manager oversees the maintenance of the ground and clubrooms at the Club, including the opening and closing of the ground on game days

## **Objectives:**

- Oversee all the maintenance requirements of the grounds/property at the Club
- Provide support to the President of the Club
- Provide support to the Executive and Committee members to ensure the efficient operation of the Club Responsibilities:
- Mark the lines for game day when necessary
- Develop, a plan and implement a roster and recruit players, parents and volunteers to assist in the opening and closing of the ground on game days
- Uphold and actively promote club values throughout the Club as a whole
- Provide a report on portfolio operations at the monthly general committee meetings
- Undertake tasks at the request of the President, Executive or General Committee
- Be committed to and identify any opportunities to further grow the DCJFC and its members into the future
- Seek ratification from the appropriate committee member prior to committing the Club to any financial expenditure or action
- Provide feedback to the Committee at the end of season on improvement opportunities

## **Relationships:**

- This position will liaise with relevant suppliers on grounds/property materials
- This position will liaise with and have regular communication with committee members

## **Qualifications:**

- Working With Children's Check Accountability:
- The Grounds Manager is accountable to the Club President and general committee