

Groundsperson / Gardener

Position Description



OVERVIEW

Prince of Peace Lutheran College is a co-educational, independent, Christian school located at Everton Hills in the north-western suburbs of Brisbane. The College was established by the Prince of Peace Lutheran Congregation in 1984 to provide quality Christian education to the children of the community.

Prince of Peace Lutheran College offers classes on two sites from Kindergarten to Year 12 with approximately 860 students enrolled in 2015. The Junior Campus (K-6) is located at Rogers Parade West. The Senior Campus, 1 km away at Henderson Road, was opened in July 2009 and is currently home to Years 7 – 12.

JOB TITLE Groundsperson / Gardener

HOURS OF DUTY: Full Time, Permanent (38 hours/week)

ORGANISATIONAL RELATIONSHIP

Reporting To: Property Manager

Accountable To: Business Manager (for all aspects of the position)

POSITION OBJECTIVES

The primary function of this position is to support the Property Manager in attending to and maintaining the professional appearance of the college grounds and facilities.

MISSION FOCUS

The Groundsperson will promote the mission of the College by:

- Personally modeling the values of Lutheran Schools: love, justice, hope, compassion, forgiveness, courage, quality, humility, appreciation, service.
- Maintain harmonious relationships and resolving conflict with others.

QUALIFICATIONS & EXPERIENCE

- Currently studying or has a Certificate 2 or 3 in Horticulture.
- Demonstrated ability to undertake a wide range of tasks associated with the College grounds and facilities
- Hold or eligible for a Blue Card (working with Children).

SPECIFIC ACCOUNTABILITIES OF THE ROLE

The responsibilities of the Groundsperson will include, but not be limited to:

- Lawns
- Hedging
- General tidiness of grounds
- Assistance with set up of College Events (e.g. Open Days, Award Presentations, Sporting Events)
- Facility maintenance
- Other duties as delegated by the Property Manager and or Business Manager

SELECTION CRITERIA

1. **Ethos:** Demonstrated commitment to the ethos and Christian foundations of the College.
2. **Qualifications and Job-specific Skills:** Demonstrated skills and appropriate qualifications to fulfil the tasks outlined in the *Specific Requirements of the Role*.
3. **Interpersonal Skills:** A demonstrated good level of communication and interpersonal skills that enhance positive relationships with all members of the College community
4. **Service Focus:** Evidence of a clear service focus; ability to meet deadlines, prioritise competing work demands and provide a high quality level of customer service to the people of the College and the wider community.
5. **Initiative and Flexibility:** Demonstrated levels of initiative, efficiency, perseverance and flexibility necessary to contribute to a learning community which values teamwork and the achievement of excellent outcomes at all levels of the organisation.
6. **Organisational Awareness:** Demonstrated commitment to the central mission of the College. Where there is experience in an educational institution, evidence of clear support for the educational aims of the institution as the highest priority.
7. **Personal Development:** Evidence of a personal commitment to continuous self-evaluation and lifelong learning.
8. **Organisational Management:** Demonstrated organisational capabilities needed to manage resources effectively and achieve agreed goals efficiently.

OTHER REQUIREMENTS

All members of staff at Prince of Peace are expected to:-

- Convey to the public a positive image of the College
- Abide by the Code of Conduct explained in the College's Child Protection and Sexual Abuse policies
- Maintain an understanding of the Workplace Health and Safety Standards of the College, in consultation with the College's Workplace Health and Safety Officer
- Participate in staff training and development activities to assist in the achievement of individual/work goals

HOW TO APPLY

- Please send a covering letter, Resume/Curriculum Vitae that includes 2 Referees

Applications

Applications are to be marked **Strictly Confidential** and sent either by post or e-mail by **Monday 20th February, 2017.**

Mr Tim Grieger
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NB: Information that is sent by e-mail should be in either Microsoft Word or PDF format