

Job Description

Role Title:	Grounds & Landscape Manager
School / Dept:	Estates & Facilities
Directorate:	Estates & Facilities
Reference:	MPF4258
Grade:	Grade 7
Full or Part time:	Full time
Hours:	36.25
Reports to:	Head of FM & Property Services
Responsible for:	Team Leader – Landscape Services & 6 Landscapers

Overview

Estates & Facilities provides a comprehensive management service that underpins the University's core objectives in teaching, research, and delivering an exceptional student experience. We are responsible for the stewardship, maintenance, and development of a diverse and complex estate, balancing immediate operational needs and longer-term priorities including asset performance, safety, sustainability, and compliance. Our estate is distinctive and reflects the unique character of the University of Salford. We take pride in preserving its heritage, enhancing its quality, and shaping it for future generations. Our commitment is to create outstanding facilities for researchers and provide inspiring, modern learning and teaching environments that empower the next generation of world changers.

The Grounds & Landscape Manager is responsible for the strategic and operational management of the University's grounds, landscapes, sports facilities and public realm, ensuring they are safe, attractive, sustainable and maintained to consistently high standards. The post holder will drive continuous improvement and long-term development of the University's external environment and biodiversity initiatives and working collaboratively with key stakeholders to ensure the campus supports an exceptional experience for students, colleagues, visitors and the wider University community.

Role Purpose

Reporting to the Head of FM & Property Services, the Grounds & Landscape Manager will be responsible for the strategic and operational management of the University's grounds, landscape, sports pitches, external spaces and public realm, ensuring that the estate is maintained to a consistently high standard throughout the year.

Principal Duties & Responsibilities

Lead, manage and develop the Grounds and Landscape team, providing clear direction, technical leadership and support to ensure services are delivered safely, effectively and to consistently high standards. Develop and implement training and development plans, ensuring the team remains suitably qualified, trained and competent to undertake their roles safely and effectively, in line with legislative requirements, industry standards and best practice. Develop, Plan and oversee year round grounds maintenance, horticultural and landscaping programmes and across the University estate to ensuring services and projects are effectively planned, resourced and delivered to agreed standards

The Grounds & Landscape Manager will drive continuous improvement and champion best practice in grounds and landscape management, biodiversity, the integration of biophilic design principles and green infrastructure to enhance campus environments, improve ecological value, support occupant wellbeing, and promote long-term environmental sustainability.

The role will support the ongoing development and enhancement of the University's external environment, creating high quality, welcoming spaces that enhance the experience of students, colleagues, visitors and the wider community

- Maintain exceptional standards of workmanship, presentation and customer service across all external areas of the University.
- Manage departmental budgets, procurement activities, contractors, suppliers and service contracts, ensuring value for money and compliance with University procedures.
- Contribute to the planning, design, and delivery of new build and refurbishment projects through all relevant RIBA stages.
- Lead the delivery of landscape enhancement, environmental improvement and sustainability initiatives that support the University's strategic objectives.
- Oversee horticultural and grounds maintenance activities, including grass cutting, edging, hedge trimming, pruning, planting, reseeding, weeding, spraying, litter collection, fly-tipping clearance and site preparation works.
- Ensure compliance with all relevant health and safety legislation, University policies, risk assessments and associated safe systems of work. Conduct regular inspections and quality audits, monitoring performance and implementing continuous improvement initiatives.
- Deliver Toolbox Talks, team briefings, face-to-face training and support e-learning initiatives to develop team capability and competence.
- Ensure employees have the appropriate tools, equipment, training and knowledge to perform their duties safely and effectively.
- Maintain strong working relationships and communication channels with key stakeholders, including the Sustainability Team, Building Managers, Building Services, Security, academic departments and external partners.
- Respond proactively to operational issues, customer requests and emerging priorities, identifying practical solutions and ensuring effective service delivery.
- Manage and monitor contractor performance, ensuring works are completed safely, efficiently and in accordance with specifications and contractual requirements.

- Ensure all machinery, tools, chemicals, pesticides, University vehicles and equipment are properly maintained, inspected and operated in accordance with statutory and manufacturer requirements.
- Ensure daily equipment checks, defect reporting and maintenance records are completed accurately, and that grounds maintenance equipment is operated safely by suitably trained and competent employees. Monitor work quality, productivity and service performance, ensuring that targets and Service Level Agreements are achieved.
- Ensure accidents, hazards, near misses and incidents are reported, investigated and addressed promptly, with appropriate records maintained.
- Work collaboratively with colleagues and external organisations to maintain clean, green, safe and sustainable environments that enhance the University experience and reputation.

Generic Duties

- Perform any other duties appropriate to the grade as may be required by the Head of School/Head of Division etc.
- Comply with the personal health and safety responsibilities specified in the University Health and Safety policy.
- To engage with the University's commitment to put our students first and deliver services which are customer orientated, represent value for money and contribute to the financial and environmental sustainability of the University when undertaking all duties and aspects of the role.
- Advance equality, support our work towards eliminating unlawful discrimination, foster an inclusive study and work environment for students, staff and visitors in accordance with our public sector equality duties and university policy.

This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

Person Specification

The successful candidate should demonstrate the following, which are 'Essential' (E) or 'Desirable' (D)

Qualifications

1. Level 3 qualification (or equivalent) in Horticulture, Landscape Management, Arboriculture, Grounds Maintenance or a related discipline.
(E)
2. Appropriate health and safety qualification e.g. NEBOSH National General Certificate, IOSH Managing Safely or equivalent
(E)
3. PA1 and PA6 Pesticide Application Certificates (or equivalent).
(E)
4. Membership of a relevant professional body such as the Chartered Institute of Horticulture (CIH), British Association of Landscape Industries (BALI)
(E)

Background and Experience

5. Significant experience in grounds maintenance, landscape management or horticultural operations within a large and / or multi-site estate
(E)
6. Strong leadership and people management skills with the ability to motivate, develop and manage teams
(E)
7. Excellent planning, organisational and resource management skills
(E)
8. Experience managing sports pitches and recreational facilities
(D)
9. Experience supporting environmental sustainability, biodiversity or net-zero initiatives.
(E)
10. Budget management and financial planning skills.
(E)
11. Experience delivering landscape improvement and capital projects.
(E)
12. Experience of maintaining the inspection, maintenance and safe use of machinery, vehicles, tools and equipment.
(E)

Knowledge

13. Knowledge of health and safety legislation including risk assessments, COSHH, PUWER and safe systems of work.
(E)
14. Knowledge of environmental sustainability, biodiversity and ecological management practices.
(E)
15. Demonstrable experience of contract management, including procurement, mobilisation and performance management of contracts. "
(E)

Skills and Competencies

16. Customer-focused and solutions-oriented.
(E)
17. Strong communication and stakeholder management skills.
(E)
18. Competence in Microsoft Office applications and experience of using CAFM or other estate management systems.
(E)
19. Proactive with a strong attention to detail.
(E)
20. Problem solving and decision-making abilities.
(E)
21. Ability to prioritise competing demands and manage multiple projects simultaneously.
(E)