

Sportsgrounds Maintenance Team Leader

POSITION DESCRIPTION



Position Number:	3972
Department:	Communities and Lifestyle
Section:	Open Spaces and Recreation
Unit:	Parks Operations
Position Status:	Permanent Full Time
Classification:	Level 6 - Rockhampton Regional Council Certified Agreement 2022 – External Employees
Reports To:	Supervisor Sports and Irrigation
Revised:	May 2026

General Position Statement

This position supports Council's direction by playing a key role in assisting the Supervisor to ensure the effective and efficient use of resources across sportsground operations. The Sportsgrounds Maintenance Team Leader is responsible for overseeing and delivering all aspects of outfield turf maintenance to ensure safe, high-quality playing surfaces across Council's sporting facilities.

The primary aim of this position is to lead, coordinate, and actively participate in sports turf and horticultural maintenance activities, supervising a work crew to deliver routine and programmed works. The role ensures daily operations are completed safely, efficiently, and to required standards, while supporting the planning, development, and maintenance of community sporting areas, including sportsgrounds, open spaces, and associated infrastructure.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Lead and coordinate daily sports turf and horticultural maintenance activities across sportsground outfields.
- Plan, schedule, and oversee work programs for hand crews and machinery operators across multiple sites.
- Lead the preparation and maintenance of sportsgrounds, including mowing, turf repairs, irrigation, fertilising, gardening, and chemical applications.
- Provide specialist input into the planning and scheduling of sportsground maintenance programs to optimise turf performance and field availability.
- Conduct soil testing and turf assessments and recommend improvements to soil health, nutrient levels, and irrigation efficiency.
- Oversee the installation, maintenance, and repair of irrigation systems to ensure effective water management.
- Conduct routine inspections of sportsgrounds and associated park assets, reporting on condition, safety, and required maintenance actions.

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- Ensure all plant and equipment are operated, maintained, and serviced in accordance with organisational procedures and safety standards.
- Support the Supervisor in delivering sportsground improvement projects, upgrades, and capital works.
- Identify, monitor, and control turf pests, weeds, and diseases, including safe application of herbicides and pesticides within certification requirements.
- Ensure completion of pre-start checks, servicing, and safety inspections for all vehicles and equipment, maintaining accurate records.
- Lead, mentor, and support team members, including lower classified staff, to build capability and maintain performance standards.
- Monitor and report on key performance indicators, work schedules, and operational outputs, including quality, safety, and labour productivity.
- Lead workplace health and safety practices, including development of Safe Work Method Statements (SWMS), risk assessments, and prestart briefings.
- Develop scopes of work for sportsground improvements (e.g., resurfacing, turf upgrades, drainage), including cost estimates and submission for approval.
- Identify and implement opportunities to improve efficiency, productivity, and sustainability within the work unit.
- Participate in multi-skilling and job rotation to support operational demands during peak sports seasons.
- Ensure all team members understand and adhere to unit procedures, policies, and operational standards.
- Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Coordinator.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Demonstrated leadership skills and a commitment to high service standards in sportsgrounds outfield maintenance and presentation.
- Knowledge of effective sports turf outfield management, including mowing regimes, renovation, drainage and surface presentation techniques.
- Demonstrated experience in planning, prioritising and coordinating daily and programmed maintenance activities across multiple sites.
- Demonstrated experience in the operation of specialised turf maintenance plant and equipment relevant to outfields (e.g. wide-area mowers, aerators, topdressers), including undertaking routine servicing and maintenance.
- Strong understanding of soil types, soil structure, compaction, nutrient availability and improvement practices to optimise outfield turf performance and durability.
- Demonstrated knowledge of outfield turf preparation and maintenance activities, including seasonal renovation and recovery programs.
- Ability to inspect sportsgrounds and assess turf condition, identifying and recommending maintenance and improvement actions.

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- Knowledge of safe work practices, including manual handling techniques, chemical storage and the safe application of fertilisers and herbicides in accordance with regulations.
- Knowledge of irrigation system operation and maintenance for sports outfields, including recycled water use, irrigation scheduling, pumping systems and dosing units.
- Ability to maintain safe, consistent and high quality playing surfaces under varying environmental and usage conditions.
- Commitment to promoting and maintaining a positive safety culture within the team and sportsground operations.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Time Management – Ability to plan and organise tasks/work to meet objectives of the role.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Decision Making – Ability to use sound judgement to make the best decision based on information gathered and analysed within the boundaries of the role.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- Focus on Continuous Improvement – Ability to identify opportunities to enhance team effectiveness and improve team's customers' experience.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.
- Manage Resilience and Wellbeing – Commitment and the ability to participate in safety programs to support safety, health and wellbeing in the workplace.

Qualifications

- Qualifications in Certificate III Sports Turf Management or related discipline and/or substantial work experience relevant to the position.
- Construction Industry Induction (White Card).

Desirable Qualifications and Experience

- Qualifications in Certificate IV in Horticulture (Turf Management).
- Commercial Operator's Licence (A.C.D.C).
- First Aid Certificate
- Traffic Management Implementation (formerly referred to as Level 2 Traffic Management).
- Ability to legally operate a motor vehicle under a "MR" Class Licence
- Operate and Maintain Chainsaws and Fell Small Trees Certificate

Behaviours

- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council's Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council: *One Team, Accountable, Customer Focused, Continuous Improvement and People Development.*

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Leadership Capabilities

- Council's Leadership Capability Framework – meets standards of performance and behaviours in line with our Leadership Capability Framework and leadership level **Operational Leadership: Build and maintain Trust; Deliver Results, Customer and Community Driven, Lead and Enable Change and Commit to Personal Growth. Further Information Appendix A.**

Work Environment and Physical Demands

- This position is an outdoor role and will require the employee to carry out physical tasks which may include manual handling of up to 20kg repetitive bending, kneeling, twisting and/or squatting.
- For plant operations there is a maximum seat rating for tip trucks of 120kg and Semi tippers of 150kg.

Additional Requirements

- Ability to work in an outdoor environment.
- Ability to legally operate a motor vehicle under a "C" Class Licence.
- A willingness to undertake a Functional Capacity Evaluation to satisfy the inherent physical requirements of the position.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
- Ability to be immunised against Hepatitis A&B and Tetanus.

Delegations and Authorisations

Financial, Administrative and Corporate Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's Intranet.

Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	Manager
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	

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Appendix A: Leadership Capability Framework – Leadership Level Operational Leadership (Team Leaders and Supervisors)

Key Leadership Capabilities	Leadership Standard / Behaviour	Standards / Behaviours Required at this Leadership Level
Build and Maintain Trust	Engage and Inspire our People	Ensures alignment between work and Council's vision to engage and inspire others.
	Empower our People	Empowers others and builds trust and confidence through coaching.
	Enable Teamwork and Collaboration	Ensures teamwork and collaboration within and across teams.
	Effectively Communicate across the Organisation	Fosters open and transparent two way communication and ensures that communications are received and understood by team members and other stakeholders.
	Build Effective Enduring Relationships	Engaging in and supporting others to build effective and enduring relationships built on trust and respect.
Deliver Results	Manage People Performance	Ensures the alignment and achievement of goals through setting clear expectations, providing feedback, support and recognition to employees.
	Develop our People	Identify opportunities to provide development opportunities and coaching to others.
	Demonstrate Ethical and Accountable Decision Making	Develops own and team's organisational, political and cultural awareness.
	Demonstrate Organisational and Situational Awareness	Makes decisions in situations where there is scope for interpretation.
	Maintain a Strategic Focus	Coordinates resources to achieve Council's strategic objectives and supports others to understand how their role aligns.
	Plan and Organise Resources	Plan and organise resources to ensure the team delivers work within deadlines of to a quality standard in a safe and cost effective manner.
Customer / Community Driven	Be Customer and Community Focused	Focus on the purpose of Council and delivering what's best for the customer and community in line with vision.
	Manage customer and stakeholder relationships	Anticipates and adapts to customer and stakeholder needs.
Lead and Enable Change	Lead Change Effectively	Manages the process of change to ensure successful implementation.
	Lead Continuous improvement and Innovation	Supports others to identify, gain acceptance and implement continuous improvement opportunities.
Commit to Personal Growth	Commit to Personal Growth and Learning Agility	Commits to own personal growth and learning agility and shares learnings with others.
	Lead with Emotional Intelligence	Develops emotional intelligence and awareness of impact of actions on others.
	Build and maintain Technical and Operational Competence	Maintains own technical and operational competence and supports others to develop and maintain their competence.