



FT Parks Specialist 2

Glen Ellyn Park District

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Closing Date:

Salary: \$22.00 - \$25.00/hr.

Description:

The Glen Ellyn Park District is accepting applications for the position of **FT Park Specialist II**. The Glen Ellyn Park District is a local governmental agency serving residents of the Village of Glen Ellyn and portions of neighboring communities. It provides a wide range of recreational services, athletics, and leisure activities to its citizens, with opportunities for all ages and abilities. The Park District has 29 parks that are meticulously maintained for the community's use in both unstructured recreation and for programmed events. The Park District operates one outdoor aquatic facility, two recreation centers, three athletic field complexes, 23 playgrounds, two lakes, the Ackerman Sports & Fitness Center, Holes and Knolls Miniature Golf Course, Maryknoll Splash Pad, and the Lake Ellyn Boathouse. We are an Equal Opportunity Employer, and our mission is to "foster diverse, community-based leisure opportunities through a harmonious blend of quality recreation programs, facilities, and open space which will enhance the quality of life into the future." We welcome you to apply to become a part of our great TEAM!

JOB SUMMARY:

Under the direction and supervision of the Superintendent of Park Operations, the Park Specialist II will be responsible for performing a variety of maintenance and landscaping tasks to provide safe and attractive parks, playgrounds, and athletic fields throughout the Park District. Looking for someone to take ownership and who wants to grow and expand their knowledge base, particularly in athletic field maintenance. Duties include but are not limited to maintaining our parks and facilities by mowing, trimming, edging, weeding, watering, planting, mulching, trash picking/collection; athletic field prep and set-up; special event set-up/take-down; minor repairs to park elements, playground equipment, etc. and other duties as assigned. Winter work may include snow removal and facility projects such as painting, small repairs, etc. Additionally, this position may assist with other park and turf maintenance including, but not limited to seeding, aeration, pesticide application, irrigation, and tree monitoring, trimming, and removal. This position may supervise other full-time or part-time/seasonal crew members and will participate in snow removal and other inclement weather activities. Will also be required to be part of the on-call rotation. This is an at-will position.

Hours: Generally, 7:00 am – 3:30 pm during the week with some evening and/or weekend hours,

especially during prime growing season Spring through Fall required.

EDUCATION, EXPERIENCE, AND TRAINING:

The ideal candidate will be self-motivated, resourceful, and reliable with a strong sense of responsibility and initiative to achieve safe, clean, and well-maintained parks and facilities. Previous landscaping and/or maintenance experience is required. A high school graduate or equivalent is required with college coursework and/or relevant supplemental training in turf management or similar is preferred. Skilled knowledge in the use of hand and power tools as well as gasoline and electric powered maintenance equipment is required. Strong sense of safety with effective communication skills and a desire to provide quality customer service is essential. Must be able to work well independently with little supervision and as a team member on a crew. A valid IL Driver's License with a "C" class CDL and familiarity with the Glen Ellyn area is ideal. Proficiency in MS Office (Word, Excel, and Outlook) and experience using a work order system is highly desired. An Illinois Pesticide Operator License is required or must be obtained within 3 months of hire date. Must be in good physical condition to perform manual labor and be able to stand or walk for extended periods with ability to reach, twist, bend, stoop, and lift up to 50 pounds regularly. Majority of work is outdoors sometimes in uncomfortable weather conditions including high heat/humidity and cold. Candidates will need to pass a background check and pre-employment physical once offered the position.

BENEFITS WE OFFER:

- Medical Coverage (PPO or HMO option) following 30 days of employment.
- Prescription, Dental and Vision Coverage
- Employer Paid Life Insurance and Voluntary Optional Insurance Plans
- Pension / Defined Benefit Plan (IL Municipal Retirement Fund) which includes Disability benefits following one year of participation.
- Paid Time Off (Vacation, Sick, Holiday & Floating Holidays) & Paid Emergency Leave per policy
- Free Fitness Membership & Wellness Programs with Discounted Program/Event Registrations
- Employee Assistance Program
- Safety and Skills Training and Professional Development
- Tuition Reimbursement

To apply for this position, go to: <https://gepark.bamboohr.com/careers/54?source=aWQ9Mjl%3D>
Please complete an employment application online and include a resume and cover letter.
For questions, please contact Scott Norman, Supt. of Parks at snorman@gepark.org. Thank You!