



Athletic Field Specialist, Parks Maintenance II

Park District of La Grange

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Closing Date:

Salary: \$21-\$24 Per Hour DOQ

Description:

The Park District of La Grange is seeking an energetic and dedicated professional to join our team. The position comes with excellent benefits, such as health (100% coverage for employee), vision, dental insurance, IMRF pension and facility discounts and usage benefits.

The Park District of La Grange serves a three-square mile area almost contiguous with the boundaries of the beautiful west suburban Village of La Grange. The park district maintains 66.7 acres of parkland at 11 locations and offers over 1500 recreation programs annually for its more than 15,000 residents. The agency's operating budget is approximately \$6 million, with 19 full-time and approximately 80 part-time and seasonal employees.

The Athletic Field Specialist is responsible for performing routine, preventive and corrective maintenance of all District owned and operated athletic fields. Their role will oversee, train, and work directly with part-time crew members to carry out daily maintenance duties and tasks. This position is also responsible for performing a variety of park maintenance tasks in order to maintain and/or repair park properties, buildings and park amenities throughout the year with the other full-time Parks maintenance staff.

ESSENTIAL FUNCTIONS

The Athletic Field Specialist will be responsible for:

1. Prepares athletic fields for play, including, stripping, chalking, dragging, leveling and mowing fields. Knowledge of layout / lining of athletic fields, chalking foul lines and batter's boxes, setting of bases at proper lengths, rebuilding of pitcher's mounds and supervises others in this activity.
2. Dry and maintain fields following rain events including, removing standing water, raking and adding drying amendments as needed for playability.
3. Apply herbicides to fields, playing surfaces and surrounding areas as needed.
4. Oversees the inspection of nets, goals, bases, backstops, dugouts, and fences, including moving and repairs as needed.
5. Assess the maintenance of natural turf fields and make necessary repairs as needed.

6. Maintaining the aesthetic appeal of the parks by removing all garbage and refuse material from the park sites.
7. Informs Recreation Department when athletic fields are in unplayable condition.
8. Works closely with the Recreation Department to accommodate field requirements for in house programs and affiliate needs.
9. Recommending the need for supplies, tools and equipment to perform the job tasks.
10. Reporting all vandalism and damage of Park District properties
11. Performing light construction work that will include, but is not limited to, the installation of play equipment, park signs, benches, etc.
12. Performing snow and ice removal duties including, but not limited to, snow plowing, shoveling snow from walks and drives; salting walks and drives.
13. Representing the Park District of La Grange in a professional manner.
14. May act as interim Park Operations Manager in the absence of the Parks Operations Manager.
15. Assists the Director of Parks Maintenance and the Park Operations Manager in the budgeting and planning process.
16. Assists with special event preparation, operation and clean up as required.
17. Plans and maintains a safe work site.
18. Attends seminars and workshops to provide professional growth.
19. Attends and participates in staff meetings.
20. Other Duties as Assigned

EDUCATION

The Athletic Fields Specialist should be a high school graduate or completed an equivalent GED. Any degree or certification from formal education or trade school experience is strongly preferred. Also, any active membership in relatable professional associations is desirable.

QUALIFICATIONS AND REQUIREMENTS

Applicants must be at least 18 years of age with a valid Class "D" Illinois driver's license. Minimum of at least two years of practical experience in a field related to athletic fields or grounds maintenance is strongly preferred. The Athletic Field Specialist must be able to pass a pre-employment physical based upon the job tasks and a personal background check. Must possess a valid Illinois Pesticide Operator License or obtain license within twelve months of hire. Must possess a valid CPR and AED certification or obtain certification within six months of hire.

HOURS OF WORK

The Director of Parks Maintenance shall designate the normal hours of work required to properly perform the duties of the job. A 40-hour work week is to be expected. Hours are M – F, 7:00 a.m. – 3:30 p.m. Due to the nature of this position it is sometimes necessary to amend work hours to include evenings or additional days during the weekend. The employee shall be considered to be on duty whenever a need exists for their services and may be on-call some evenings and weekends.

Apply at pdlg.org under employment opportunities or
<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetailsjob=88373&clientkey=B92F750363D59632C8640E19294B6519>