



Parks Specialist II - Landscaping; Part Time

Roselle Park District

Contact Name: Christy Bathje
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Closing Date:
Salary: \$19-\$25 per hour DOQ

Description:

PART-TIME: 25-35 hours/week; flexible hours depending on applicant availability; potentially can lead to a full-time position. IMRF eligible.

SUMMARY

The Parks Specialist II is a labor and maintenance position that receives direction from the Superintendent of Parks & Facilities. The Parks Specialist II is a member of the Parks Department staff and works to maintain District buildings, grounds, facilities and equipment. Can include snow plowing, nights/weekends when necessary.

QUALIFICATIONS & SKILLS

- Knowledge of operations, services and activities of grounds and facilities operations and equipment maintenance.
- Knowledge of general maintenance of athletic areas, tennis courts, playgrounds and other facilities of the District.
- Two years of responsible experience in a park agency, landscaping business, golf course, nursery, school district operations or other applicable work experience related to grounds or facility maintenance operations.
- Knowledge of landscaping practices, turf maintenance, and basic tree care preferred.
- Valid IL driver's license.
- Successful applicant must, possess be a minimum of 18 years of age.
- Current CPR and First Aid certification; CPR must be completed with 30 days of start date.

ESSENTIAL JOB FUNCTIONS

Essential duties and responsibilities may include, but are not limited to, any combination of the following tasks.

Landscape and Grounds Maintenance

- Performs all aspects of landscape maintenance including mowing, trimming, edging, planting, mulching, watering, weeding, and pruning.
- Installs, maintains, and renovates turf, flower beds, shrubs, trees, and native plant areas.

- Operates and maintains landscape tools and equipment such as mowers, tractors, string trimmers, blowers, and sprayers.
- Apply fertilizers, herbicides, and pesticides in accordance with state and local regulations.
- Identifies and treats plant diseases, pest infestations, and irrigation issues.
- Oversees turf aeration, overseeding, and topdressing schedules to maintain healthy turf conditions.
- Perform seasonal landscape tasks including leaf removal, snow plowing, and ice management.
- Assists with design and installation of new planting beds and seasonal displays.

Tree and Shrub Care

- Assists with tree planting, pruning, mulching, and removals.
- Monitors trees for disease, decay, or structural hazards and reports concerns to supervisor.
- Supports annual tree inventory and reforestation programs.
- May have to work weekends and evening hours as needed.
- Is available for callouts as needed.

Facility and Park Support

- Assists in maintenance of park amenities, trails, playgrounds, and sports fields.
- Performs light maintenance such as painting, debris removal, and sign installation.
- Sets up and tears down for community events, rentals, and programs.
- Helps maintain safe, clean, and welcoming parks and public spaces.

The Roselle Park District operates and manages over 158 acres of land in 16 parks, and offers approximately 276 recreational and seasonal programs. We provide a full range of activities and services year-round. Major recreation programs include athletics, music, cultural arts, dance, day camps, fitness, preschool, outdoor recreation, trips, and special events.

Roselle Park District provides equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, individuals with disabilities, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital and housing status.