

**Stanwood-Camano School District
Human Resources
Job Description**

TITLE: Lead Grounds Person

GENERAL SUMMARY

Lead assigned grounds employees; perform skilled grounds work and general grounds maintenance, record keeping of grounds related inventory, responsible for scheduling and overseeing routine maintenance of grounds equipment.

Positions in this class are distinguished by responsibility to lead and instruct grounds personnel, to correct and specify methods, and to perform skilled and general grounds maintenance work. Schedule daily job responsibilities of grounds personnel including overtime work. Schedule watering, fertilizing and mowing of fields. Assist Maintenance Supervisor in record keeping and ordering grounds related supplies. Schedule periodic maintenance of grounds equipment and oversee the completion of work. Coordinate with Athletic Director and coaches the scheduling of games and events.

MINIMUM QUALIFICATIONS

Education and Experience

High school diploma or GED (General Education Degree), with two (2) years of grounds experience preferred; or equivalent combination of education and experience.

Required Knowledge, Skills and Abilities

Knowledgeable about the use and maintenance of power and hand operated grounds equipment.

Skills in maintaining a safe and orderly work environment.

Ability to operate light duty trucks, 40 horsepower wheel tractors pulling large turf mowers, riding lawn mowers and push mowers.

Ability to lift up to 50 pounds.

Possess valid Washington state driver's license.

DUTIES AND RESPONSIBILITIES

- Perform all duties of a grounds person under direction of the Maintenance Supervisor.
- Assign work to grounds personnel.
- Train new employees in proper routine grounds maintenance and machine care.
- Perform general grounds maintenance tasks such as: lawn seeding, planting of shrubs and trees; weeding; edging; pruning and tree removal.
- Mow, fertilize, aerate, thatch top dress and irrigate lawns and fields.

- Prepare fields and courts for sports events such as: football, baseball, track, soccer and tennis.
- Remove trash from fields; clean the stadium; and haul garbage.
- Prepare stadium for special events.
- Assist other district employees in asphalt and concrete work; maintenance of playground equipment, fence repair, the installation and maintenance of irrigation and drainage systems.
- Performs minor repairs and periodic maintenance on grounds equipment including small gas engines, pick-up trucks, trailers, mowers, chain saws, and tractors.
- Applies herbicides for weed and brush control.
- Performs seasonal maintenance such as snow and ice removal, sanding and storm drain maintenance.
- Performs other duties as assigned, including work in other functional areas.

SUPERVISOR: Maintenance Supervisor

5/30/01