



<u>Title:</u>	Maintenance Supervisor – Pekin Park Sports Complex & Athletic Fields
<u>Status of Employment:</u>	Full-Time, Year Round
<u>Compensation:</u>	\$20.00 – \$24.00 Per Hour; Non-Exempt
<u>Benefits:</u>	Medical, Dental, Vision, Paid time off (vacation, sick), Retirement (IMRF)
<u>General Statement of Duties:</u>	Plans, organizes, performs, and supervises athletic field and turf maintenance operations at the Pekin Park Sports Complex.
<u>Supervision Received:</u>	Supervised by the Assistant Superintendent of Parks & Superintendent of Parks.

Essential Functions:

- Oversees team and performs daily duties and projects related to grounds, landscaping, athletic fields, pathways, aeration, fertilization, irrigation, scoreboards, and maintenance of restrooms.
- As a working supervisor, effectively manage a team of staff to complete tasks and achieve the park and maintenance standards.
- Recruit, select, train, supervise, and evaluate the performance of staff.
- Maintain all aspects of irrigation systems including computerized controls, electrical systems, and plumbing, including spring start-up and winterization.
- Prepare and maintain ball fields for scheduled play and practices. Notify Recreation Department of any field changes or cancellations.
- Accountable for vehicles and equipment maintenance, inventory of tools/equipment and commodities necessary for maintaining the Sports Complex.
- Ensure consistent communication with the Assistant Superintendent of Parks, providing timely updates on any work-related issues and modifications to completed work plans.
- Support the Assistant Superintendent of Parks and Superintendent of Parks in both long-term and weekly work planning, as well as in the preparation of the annual fiscal year budget.
- Oversee work performed by contractors, consultants, vendors, or volunteers.
- Attend pertinent departmental/park district meetings and in-house training sessions.
- Performs routine, preventive and corrective maintenance of athletic fields (football, baseball, softball and soccer fields), to include but not limited to: maintain and repair infield skinned surfaces, pitching mounds and home plates, daily dragging, installing bases, installing drainage, cutting lips, installing and inspecting soccer goals, perform athletic field layout and painting fields.
- Incorporate, when feasible, best management practices of Integrated Pest Management (IPM) related to knowledge of principles and objectives for athletic fields and turf management.

- May perform routine, preventive and corrective maintenance to other areas of the Sports Complex (i.e. parking lots, paths, landscaping/trees, concession/restroom buildings).
- Works closely with Recreation Department, local youth sports organizations, and tournament organizers to set up fields for large tournaments and regular season games including baseball, softball, soccer, and football.
- Directs staff and assists with set-up and takedown of special events and tournaments.
- Mixes and applies pesticides and fertilizers as required by the season and/or need.
- Helps police grounds, picks up and removes trash and debris.
- During off-season, report to Mineral Springs Park and assist with routine maintenance/projects as directed.
- Available to work over and above required daily hours when necessary, including occasional nights, weekends, holidays, and flexible start/end times.
- All other duties as assigned.

Qualifications:

- Education: Associates Degree or Bachelor's degree (preferred) in turf management or sports field management or closely related field. Will consider experience in lieu of formal education.
- Experience: At least three (3) years relevant experience (athletic field/park maintenance or golf course maintenance), with minimum of two (2) years supervisory experience which may be obtained through supervising a combination of seasonal, part-time or temporary positions.
- Certifications/Memberships: Valid Illinois Pesticide Public Applicator license in turf and ornamentals or ability to acquire within first six to twelve months of employment; CPR/AED/first aid certification (provided if do not currently possess).
- Preferred but not required: Certified Sports Field Manager as provided by the Sports Field Management Association and/or Certified Sports Turf Manager as provided by the National Sports Turf Managers Association
- License: Valid Illinois driver license.
- Ability to pass a pre-employment background & motor vehicle record check.

Physical Requirements/Environmental Considerations:

- Manual labor; moderate to heavy lifting; some bending, kneeling, crouching, and reaching.
- Ability to work in a diverse climate and environment.
- Ability to operate various lawn equipment including zero turn mowers, wide area mowers, tractors with implements, trim and spray equipment, trucks and trailers.

**Applications are available at the Pekin Park District Administration Building
1701 Court Street, Pekin, IL 61554 309-353-5330 or online at
<https://www.pekinparkdistrict.org/contact/jobs/>**

***For additional information, please contact Scott Clausen by calling 309-346-3810
The Pekin Park District is an equal opportunity employer.***