

# Pekin Park District

<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
<u>Benefits:</u>	Medical, Dental, Vision, Retirement
<u>Classification:</u>	Non-Exempt
<u>General Statement of Duties:</u>	Plans, organizes, performs, and supervises athletic field turf maintenance operation at the Pekin Park Sports Complex.
<u>Supervision Received:</u>	Supervised by the Superintendent of Parks.
<u>Supervision Exercised:</u>	Within area of responsibility, supervises full-time and seasonal Sports Complex staff and may be called upon if time allows, to assist with other athletic field maintenance staff.

## **Essential Functions:**

- Oversees team and performs daily duties and projects related to grounds, landscaping, athletic fields, pathways, aeration, fertilization, irrigation and policing of grounds and buildings.
- Communicate regularly and submit written reports on pertinent operations to the Superintendent of Parks.
- Recruit, select, train, supervise, and evaluate the performance of staff.
- Oversee work performed by contractors, consultants, vendors or volunteers.
- Attend pertinent departmental/park district meetings and in-house training sessions.
- Participate in Park District Safety and Health Program training to ensure that work performed and services provided are implemented in a safe manner.
- Performs routine, preventive and corrective maintenance of athletic fields (football, 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 multiple fields, and incorporating, when feasible, best management practices of Integrated Pest Management (IPM) related to knowledge of principles and objectives for athletic fields and turf management. Also, in some cases, may perform routine, preventive and corrective maintenance to other facilities of the Sports Complex (i.e. parking lots, paths, landscaping/trees, concession/restroom buildings).
- Operates and maintains equipment at Sports Park including tractors, utility equipment, line sprayers, irrigation systems, etc.
- Works closely with Recreation Department, local youth sports organizations and tournament organizers to set up fields for large tournaments and regular season games including softball, soccer, and football.

- Directs staff and assists with set-up and takedown of special events and tournaments.
- Cleans, and may perform routine maintenance on trucks, tractors and equipment.
- Mixes and applies pesticides and fertilizers as required by the season and/or need.
- Polices grounds, picks up and removes trash and debris.
- Plows, shovels, snow blows, and salts to remove ice and snow.
- Maintain all aspects of irrigation systems including computerized controls, electrical systems, and plumbing, including spring start-up and winterization.

### **Qualifications:**

- Education: Associates Degree or Bachelor's degree (preferred) in turf management or sports field management or closely related field from an accredited college or university. Will consider significant and material 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; CPR AED and first aid certification required within first six to twelve months of employment (provided if do not currently possess).
- Preferred but not required; Certified Sports Field Manager as provided by the Sports Manager Association.
- License: Valid Illinois driver license

**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.*