

<b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b>
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Job Title:	Grounds Athletic Field Specialist	Range:	31
Date Revised:		Date Approved:	April 8, 2003

**PRIMARY PURPOSE**

This position is responsible for performing semi-skilled to skilled grounds keeping work to maintain athletic fields and associated landscaped areas.

**ESSENTIAL FUNCTIONS**

*Examples of essential functions are interpreted as being descriptive and not restrictive in nature.*

1.	Performs a variety of specialized grounds maintenance work in the preparation and maintenance of athletic fields and surrounding landscaped areas.
2.	Layouts, marks and lines grass and play areas for practice and competitions; line with appropriate marking materials or equipment to delineate the area of play and restricting lines as prescribed and established by league and sport rules; grade and water infields and build mounds.
3.	Maintains and repairs grass, sod and infield areas; mow, edge and trim athletic fields and surrounding landscaped areas; perform a variety of grounds maintenance duties including preparing and cultivating soils, fertilizing, weeding, pruning and other activities.
4.	Fertilizes and applies chemical to control insects, diseases and rodents; maintains application schedule and records.
5.	Aerates and irrigates field areas; maintains and repairs irrigation systems to assure proper and safe operating conditions; set timers and heads for proper time and distribution of water.
6.	Prepares clay surface for pitching and batting areas; drag infield areas and base paths according to established procedures.
7.	Performs minor maintenance and repair work on equipment and facilities; assists in setting up equipment and facilities for special events; maintains routine records related to work activities.
8.	Operates and maintains a variety of light to heavy equipment including mowers, edgers, pruners, power sweepers, blowers, sprayers, forklifts, tractors, trucks, line marking machines and other related equipment as required.
9.	Learns and applies emerging technologies as necessary to perform duties in an efficient, organized, and timely manner.
10.	Participate in District/College efforts to increase the diversity of faculty and staff and to address student achievement gaps; active assistance in the creation of a welcoming and inclusive work and educational environment; attend and participate in diversity, equity and inclusion trainings and events.
11.	Performs related duties as assigned.

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**OTHER FUNCTIONS**

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**WORKING RELATIONSHIPS**

The Grounds Athletic Field Specialist completes assigned tasks under direction.

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**EDUCATION AND EXPERIENCE**

Minimum Qualifications

High school diploma or GED

Sufficient grounds experience to demonstrate the knowledge, skills and abilities listed below.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of methods, tools, materials and equipment utilized in maintaining athletic fields and landscaped areas

Knowledge of common plants found on District grounds

Knowledge of cultivating, fertilizing, watering and spraying trees, shrubs and flowers

Ability to perform specialized grounds maintenance work in the preparation and maintenance of athletic fields and surrounding landscape

Ability to operate and maintain grounds equipment and sprinkler systems

Ability to learn and maintain appropriate record-keeping techniques

Ability to use assigned methods for control and eradication of plant pests, rodents and weeds

Ability to perform heavy manual labor

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to understand and follow oral and written directions

Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

A valid California's Driver License

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**TRAINING REQUIREMENTS**

Asbestos Awareness (16 hour course)

Hearing Conservation

Industrial Truck/Forklift Certification

Pesticide Safety

Respiratory Protection

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Utility Cart Certification

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**WORKING CONDITIONS**

Outdoor environment; subject to adverse weather conditions; subject to frequent lifting (up to 70 lbs. unassisted), standing, bending, carrying, pushing and pulling; exposure to high levels of noise from equipment; exposure to hazardous chemicals and materials as well as various insects. May be required to wear a respirator or other safety equipment in execution of duties.

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