

Department: Maintenance  
Reports To: Superintendent of Parks and Facilities  
Classification: Part time, at will

#### Summary

This position is responsible for District park beautification plans and maintenance of landscaping for the Flagg-Rochelle Community Park District throughout the season.

#### Qualifications

Valid driver's license required. Prior experience in horticulture.

#### Essential Functions

- Park beautification:
  - Develop design plan
  - Order and purchase
  - Plant
  - Mulch (as needed)
  - Water and weed (maintain)
  - Fall pruning/removals
- Develop and manage the Adopt a Park Program

#### Marginal Functions

- Performs other duties as assigned by supervisor.
- The District encourages its employees to “take ownership” of the District. As such, it is the responsibility of all Park District employees to pick up litter throughout the building, grounds and facilities of the District.
- Staff is expected to help with the successful implementation of programs, parks and services across program areas and between departments.

#### Safety

- All employees are responsible for implementing the policies & procedures that pertain to safety and health.
- Safety Coordinator should be responsible for ensuring that all employees follow the established safety rules.

#### Psychological Considerations

- Must have ability to deal with people in stressful conditions & have excellent customer service.

#### Physiological Considerations

- Must be in good physical health.
- Employee may lift fifty (50) pounds or less for medium to light work.
- Employee may lift fifty to one hundred (50-100) pounds for heavy work.
- Employee may bend, twist, squat, climb, or reach frequently.

#### Environmental Considerations

- May be exposed to all kinds of weather conditions.

#### Cognitive Considerations

- Must exhibit good problem-solving abilities and good judgment in keeping the park district mission.
- Must be able to follow directions from and work with supervisors, and co-workers.

#### Hours & Wage Range

This seasonal position shall be paid every two weeks (\$15-20/hour DOQ) and is classified as a non-exempt part time employee status. Hours are flexible, but morning/early afternoon preferred, approximately 10-15 hours/week.