



# GROUNDSPERSON I

JOB DESCRIPTION | JUNE 2024

## NATURE AND SCOPE OF WORK

Working under the Director of Operations and Grounds Team Lead, the Groundsperson I position will perform work related to landscaping, maintenance, construction and development of lawns, playing fields and recreational facilities. This position will operate commercial grounds equipment over 2500 kg GVWR. This position also undertakes horticultural, arborist and turf grass management tasks.

## SPECIFIC RESPONSIBILITIES

- Carries out all aspects of grounds maintenance work using commercial grounds equipment under and over 2500 kg GVWR.
- Operates heavy construction equipment which may include the backhoe.
- Assists with supervision and training of Grounds department staff.
- Undertakes horticultural work on the district's forested areas.
- Undertakes playground inspections across the portfolio.
- Uses hand and power tools/equipment and materials associated with performing assigned duties and cleans and stores tools and equipment as required.
- Assists in the work related to landscaping, maintenance, construction, and development of lawns, playing fields and recreational facilities.
- Clean up of grounds and road repair work, assisting in laying tile for drainage systems.
- Maintains a satisfactory relationship with school administration, parents, staff, and students.
- Develops a close liaison with other staff so that a team approach is developed in the operation of schools and the maintenance of grounds.
- Works from oral and/or written instruction and to established procedures.
- Assists skilled workers such as trades staff and completes general unskilled tasks.
- Ability to recognize, report and respond to building maintenance issues.
- Collects and removes waste and recycling from all areas.
- May assist with site clean-up.
- Loads and unloads vehicles; moves furniture and equipment.
- Responds to emergency situations when required.

## **SPECIFIC RESPONSIBILITIES**

- This position may act in the absence of the Grounds Team Lead.
- Other related duties as assigned.

## **QUALIFICATIONS** (Required Knowledge, Skills and Abilities)

- Successful completion of a Landscape Horticulturist, Arborist Technician Diploma program, or Turf Grass Management Certificate or Diploma, from a recognized post-secondary institution.
- Minimum of three years (approximately 5000 hours) of recent experience as a commercial landscaping horticulturist, arborist or turf grass management.
- Be physically capable and prepared to perform all facets of grounds-keeping including working at heights from ladders and scaffolds, heavy lifting, moving of furniture and cartage, operating and maintaining equipment related to grounds-keeping, including all types of mowing equipment and machinery.
- Ability to organize and prioritize the work.
- Possess a valid B.C. Driver's License: Class 5 minimum.
- Backhoe operator certification preferred.
- Must obtain Playground Inspector Certification.
- Ability to operate using protective related equipment.

## **REQUIRED LICENSES, CERTIFICATES AND REGISTRATIONS**

- Successful completion of a Landscape Horticulturist, Arborist Technician Diploma program, or Turf Grass Management Certificate or Diploma, from a recognized post-secondary institution.
- Possess a valid B.C. Driver's License: Class 5 minimum.
- Backhoe Operator Certification preferred.
- Must obtain Playground Inspector Certification.
- Grade 12 Diploma preferred.
- A clear Criminal Record Check to be updated every five years.

## **RELATIONSHIPS**

- Maintains a satisfactory relationship with school administration, parents, staff, and students.

## **REPORTING STRUCTURE**

- Reports to the Director of Operations and Grounds Team Lead.

## **THE FOLLOWING COMMITMENTS ARE ESSENTIAL TO ALL POSITIONS WITHIN CAMPBELL RIVER SCHOOL DISTRICT**

- Commitment and adherence to workplace policies, procedures and practices.
- Commitment to standards of conduct, including behaving in a manner that is: respectful, professional, team-oriented, collegial, collaborative, ethical, honest, and trustworthy.
- Commitment to understand and implement the Truth and Reconciliation Calls to Action and the Declaration on the Rights of Indigenous Peoples Act.

## **CLASSIFICATION**

- This position's classification is Maintenance I and has a pay rate in accordance with Schedule A of The Canadian Union of Public Employees – Local 723 Collective Agreement.