

Recreation/Sports Specialist I

Position Details

Posting Summary

College	VP Business And Finance-DIV
Executive Area	VP Business And Finance
Department	FacilMgmt-Landscape Services

Posting Detail Information

Posting Number	S875P
Job Type	Full Time, Regular
Pay Type	Nonexempt/Hourly
Pay Grade	M35
Campus Location	WMU-Kalamazoo - Main Campus
Salary Range	\$20.05 combined with an excellent benefits package.
Number of Vacancies	1

General Summary

- Maintains the general condition and appearance of all indoor and outdoor athletic facilities including outdoor intramural fields and game spaces.

Major Duties

- Lays out and marks five (5) football fields, including the varsity field in Waldo Stadium, four (4) softball diamonds, five (5) soccer fields and one (1) baseball field.
- Employs a self-propelled paint marker to mark fields.
- Mows and trims practice and playing fields and associated grounds.
- Applies fertilizers and pesticides and waters fields and associated grounds.
- Lays out and sets up indoor and outdoor spaces for athletic contests and practices and nonathletic uses.
- Assembles, dismantles, moves to and from storage areas, aligns, adjusts, and maintains other athletic equipment and fixtures as required for specific athletic contests, practices and other events.
- Performs operator maintenance for tools and athletic grounds equipment as necessary to maintain the operating condition of said tools and equipment.
- Maintains the work area, tools, equipment and assigned vehicles in a neat, clean and orderly condition, and performs all work in accordance with established safety practices.
- In the absence of the Recreation/Sports Specialist II or Recreation/Sports Specialist III, may be required to provide work direction for other members of the athletic grounds crews and to schedule or prioritize assignments.
- Performs additional duties as requested by supervisory personnel.

Minimum Qualifications

- High school diploma or equivalent from an accredited institution
- Possession of a Michigan Department of Agriculture Commercial Core Pesticide Applicator license in at least the categories of a right-of-way (category 6) and turf (category 3a) and ornamental (category 3b)
- Ability to read and comprehend written instructions and safety regulations governing the performance of job duties, and ability to understand and comply with oral instructions
- Ability to lay out and correctly mark athletic fields, and have sufficient writing ability to provide written instruction for other athletic grounds crew members
- Possession of a valid Michigan drivers' license
- Perform the essential functions of the job utilizing the tools of the trade
- Ability to complete a physical examination administered by the employer's designated physician

Desired Qualifications

- Prior athletic grounds experience

Special Instructions to Applicants

Bid Procedures:

All University employees represented by AFSCME Local 1668, and non-AFSCME regular and temporary University employees, who have the present ability or required qualifications to satisfactorily perform the required work, may exercise bidding privileges on this position.

- Current AFSCME employees must complete the on-line WMU – AFSCME (bid) Sheet only.
- Non-AFSCME University employees must submit an on-line WMU – Internal Application only.
- Temporary University employees must submit an on-line WMU – Application only.

Additional Position Information

- Western Michigan University offers generous benefits to its employees including health, dental, vision, life and disability insurance, retirement, and tuition discount for the employee and tuition remission for eligible dependents. To access information about the specific benefits available for this position, go to: <https://wmich.edu/hr/enrollment-afscme>
- Above is a summary of the description for the position of Recreation/Sports Specialist I. A complete description for this position may be reviewed upon request in the department of Human Resources, Room 1300, Seibert Administration

Building or online at:

<https://wmich.edu/hr/descriptions-afscme>

- This is a first (1st) shift position with regular work hours from 6:00 a.m. to 2:30 p.m., Monday through Friday. There is a "swing shift" premium, and management may change the work schedule with forty-eight (48) hours' notice.

Physical requirements and working conditions

- Must wear steel or MIOSHA approved safety shoes at all times and must comply with all OSHA/MIOSHA regulations regarding the use of pesticides, fertilizers and other chemical agents as well as the operation of power tools and equipment.
- As required by MIOSHA rules, wears a hard hat and safety glasses/goggles.
- Must be able to tolerate the full range of weather conditions, as well as exposure to paint fumes, paint thinners, gasoline, fertilizers, pesticides and other landscaping chemicals and compounds.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Do you have a high school diploma or equivalent from an accredited institution?
 - Yes
 - No
2. * Do you possess a Michigan Department of Agriculture Commercial Core Pesticide Applicator license in at least the categories of a right-of-way (category 6) and turf (category 3a) and ornamental (category 3b)?
 - Yes
 - No
3. * Do you have the ability to read and comprehend written instructions and safety regulations governing the performance of job duties, and are you able to understand and comply with oral instructions?
 - Yes
 - No
4. * Do you possess a valid Michigan driver's license?
 - Yes
 - No
5. * Do you have the ability to perform the essential functions of the job and use the tools of the trade?
 - Yes
 - No
6. * Are you able to complete a physical examination administered by the employer's designated physician?
 - Yes
 - No

Documents Needed To Apply

Required Documents

1. Resume

Optional Documents

1. Cover Letter
2. List of References
3. Other