AUBURN
Human Resources

Asst Mgr, Campus Recreation Turf

Job Description

JOB INFORMATION

Job Code	BA87
Job Description Title	Asst Mgr, Campus Recreation Turf
Pay Grade	FM13
Range Minimum	$47,270
33rd %	$56,730
Range Midpoint	$61,460
67th %	$66,180
Range Maximum	$75,640
Exemption Status	Exempt
Organizational use restricted to the following divisions	169 SVP for Student Affairs
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	11/11/2019

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Grounds

JOB SUMMARY

Reporting to the Manager of Campus Recreation Turf and Landscape, the Assistant Manager assists with the operation and management of Campus Recreation outdoor facilities to include more than 50 acres of multi-use recreation fields of natural and synthetic turf of the Intramural Fields and SportsPlex, one mile outdoor track, Recreation and Wellness Center exterior landscaping, three sand volleyball courts, multiple high tech irrigation systems, four irrigation wells, and building maintenance. Responsible for maintaining and operating equipment.

RESPONSIBILITIES

- Maintains and inspects all Campus Recreation facilities and turf daily to identify and address any turf conditions requiring mowing, watering, treatment of insects and diseases, and damage from player use.
- Assists with budget preparation and purchasing equipment.
- Manages, directs, and supervises Turf and Landscape Technicians.
- Assists with overseeing Campus Recreation turf facilities and other areas utilizing hand tools and operating equipment to include tractors and mowers.
- Manages and monitors inventory of equipment, supplies, chemicals, and other treatments for work areas.
- Assists the Campus Recreation Turf and Landscape Manager in providing turf improvements including planning, daily turf and landscape adjustments, and equipment maintenance.
- Assists with preventative equipment maintenance, facility utilization, event set-up and takedown, Campus Recreation programs, tournaments, and other events.
- May be required to work nights and weekends as needed.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School Diploma or GED		and	7 years of	Experience in grounds keeping, landscape care, or turf management.	Or
Associate's Degree	Degree in Horticulture, Turf Management, or related field.	and	3 years of	Experience in grounds keeping, landscape care, or turf management.	

Substitutions Allowed for Education	Yes
Substitution allowed for Education: When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of herbicides, pesticides, and other chemicals.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State		Upon Hire	Required	And
	Ornamental & Turf Pesticide Applicator License or equivalent Pesticide Applicator License	within 1 Year	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting			X			
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching					X	
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
Ability to see information in print and/or electronically.