



EMPLOYMENT OPPORTUNITY

Athletic Fields Specialist

Department: Park Maintenance

Classification: Seasonal

Salary: \$15.00 - \$18.00

Location: West Chicago Park District - Maintenance Garage

Start Date: May 2025

Contact: Human Resources (E: HR@we-goparks.org, Ph: 630-231-9474 x109)

General Description:

Are you seeking an opportunity to contribute to a positive and impactful team in a great community? Do you enjoy working outside, being active and working with a team that is fun? If so, we're looking for a Seasonal Athletic Fields Specialist in our Parks Department.

Under the supervision of the Parks Specialist I, the Athletic Fields Specialist is responsible for performing a variety of athletic field maintenance, park maintenance, turf, and recreation support activities. The Athletic Fields Specialist is a Seasonal position, working 20 hours weekly. Hours may fluctuate to accommodate evening or weekend facility. This is an at-will position.

Education:

- Minimum of at least sixteen years of age.
- High school or equivalent work experience is required.
- Candidate must be CPR, AED, and First Aid Instructor certified within six (6) months of hire.

Experience:

- Minimum of 1-year related work experience including experience in groundskeeping or athletic field maintenance or landscaping.
- Preferred experience using specialized field equipment, tractors, mowers, and variety of hand power tools.

Required Certification and Skills:

- CPR/AED/First Aid certified or able to obtain within 6 months of hire.
- Preference given to candidates with a valid IL Driver's License, along with their own source of reliable transportation.
- Excellent oral and written communication skills, and the ability to read, write, and speak in English. Bilingual preferred.

Essential Duties & Responsibilities:

- Provide a safe environment for participants, staff, and volunteers by strictly adhering to all West Chicago Park District policies and procedures.
- Provide quality customer service to other staff, volunteers, and the public.
- Prepare athletic fields for play including painting, chalking, dragging and leveling fields.
- Participate in community events as sponsored by the West Chicago Park District and local agencies.
- Demonstrates enthusiasm and drive with a desire to accomplish Park District and department goals and objectives.

- Exhibits understanding and tact when dealing with internal and external patrons needs and expectations.
- Maintains athletic field fences, dugouts, goals, infields, base, and nets.
- Maintains and inspects bleachers for safety.
- Maintains athletic field turf including seeding, topdressing, aerification, fertilizing.
- Maintains all tools, equipment, and machinery as necessary.
- Assists with drying and maintaining fields following rainy days including removing standing water, raking, and adding drying amendments as needed for playability.
- Assists with special event preparation, operation and clean-up as required.
- Will lay sod, spread seed, apply fertilizer, weed control, and will pump fields.
- Represents the West Chicago Park District in a professional manner.
- Perform daily grooming and maintenance of baseball fields.
- Collects garbage and maintains park district parks and facilities.
- Performs duties of athletic fields parks as required during the season.

Psychological Considerations:

- Ability to lift and carry up to 50 pounds.
- Continuously moving about the fields on uneven ground, repetitive use of hands/arms/legs, moving objects such as fertilizer, grass seed, etc.
- Ability to frequently move about with possible prolonged stooping, bending, kneeling, crouching, crawling, twisting, sitting, reaching and type for extended periods of time.
- Will require working outdoors in various environmental conditions such as, but not limited to rain, mud, humidity, extremely hot and cold temperatures, exposed to dust, fumes, dirt, noise, and insect bites.

Benefits:

- Park District Fitness Center during season
- Turtle Splash during season
- Fun working environment
- Flexible work schedule

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, and effects of working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job when circumstances change: e.g., emergencies, rush jobs, changes in personnel, workload, technological development, etc.

Applications: To apply please print a job application from our website: www.we-goparks.org or email HR@we-goparks.org or fax 630-231-2352.

The West Chicago Park District is an Equal Opportunity Employer