



Job Title: **Grounds Supervisor**

Classification: **Non-Exempt, 30 hours a week**

Reports to: **Facilities Manager**

**DESCRIPTION:**

Camp Aranzazu is a year-round, fully accessible 105-acre camp that serves children and adults of all abilities. **The Grounds Supervisor will ensure the proper maintenance and repair of the camp's grounds, pools, and related equipment.** Our expectation is for the Grounds Supervisor to have high standards for the appearance and maintenance of the Camp's grounds, which are crucial to our mission. The job requires physical labor and extended hours outdoors. This position has room for growth and educational development.

**QUALIFICATIONS:**

A high school diploma or its equivalent, plus two years of experience in the following areas: landscaping, maintenance, facility and site management, land management, or education in lieu of experience. Current certification in first aid and CPR or willingness to become certified is required. Camp Aranzazu is a drug free work environment. All applicants are screened prior to employment. A background check and child abuse prevention training are also a condition of employment and is done upon hiring and annually thereafter.

**CAMP ARANZAZU:**

Camp Aranzazu (*pronounced Ah ran zah zoo*)

The camp's compensation package includes health benefits covered by the employer, 401k after six months of service, and annual paid time off for vacation and illness.

**CAMP GOALS:**

- To enrich the lives of children and adults with special needs through unique camping, environmental studies, retreat experiences, and other programs
- To help children with special needs and their families develop self-confidence, abilities to better care for their own educational, psychosocial, and /or health needs, and to form successful networks of support with one another and their communities

**ESSENTIAL JOB FUNCTIONS:**

- Maintain environmentally conscious management of the grounds and work towards re-nativizing the land.
- Implement system for regular maintenance and upkeep of camp's grounds, including routine duties such as mowing, weeding, fertilizing, irrigation, etc.
- Maintain landscape beds, trees, and shrubs.
- Assist Facilities Manager in cleaning of two swimming pools.
- Maintain, store, and organize landscape equipment for safety, cleanliness, and good repair.
- Develop and implement routine and preventative maintenance plans for landscape equipment.
- Assist Facility Manager in maintenance and repairs tasks using basic hand and power tools.
- Prepare outdoor areas for various weather conditions.

- Assist in planning, developing, and implementing landscaping and gardening projects.
- Apply pesticide to rid grounds of mosquitos, wasps, ticks, ants, and other pests.
- Apply fertilizer to ground to enhance growth.
- Respond to emergencies on physical site.
- Conduct initial and end-of-season inventory.
- Participate as a member of the Camp team as needed to ensure the integration of program and property to deliver a program that meets the needs of campers and the camp mission.
- Perform all duties in accordance with prescribed regulatory compliance guidelines, including local, state, and federal guidelines as well as American Camp Association accreditation standards.
- Assist in representing the camp to local businesses and other related camp groups.

**PHYSICAL ASPECTS OF THE POSITION:**

- Must have knowledge of proper techniques for grounds keeping.
- Ensure that the pools, lawn, and landscaping are properly maintained.
- Ability to safely operate light vehicles such as pick-up trucks, tractors, riding mowers and portable power tools and equipment such as saws, grass trimmers, leaf blowers, sprayers, and other groundskeeping equipment
- Proficiency in the safe and proper use of power equipment and tools, and heavy and light machinery
- Physical ability to operate with daily exposure to the sun
- Physical strength to lift equipment and supplies (up to 50 pounds)
- Physical mobility and endurance to perform tasks while standing/walking for long periods of time. The work may be repetitive and physically demanding, requiring frequent bending, kneeling, lifting, or shoveling.
- Ability, both visual and auditory, to identify and respond to safety and environmental hazards and inform campers, staff, and guests
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury).

Duties and functions to be performed may vary based on needs and will be communicated by supervisors.