



**WESTERN CHRISTIAN SCHOOL**

9045 WALLACE RD NW • SALEM OR • 97304

☎ 503.363.2000

## JOB TITLE

### WCS MISSION STATEMENT

*Western Christian School equips students for a life of faith and learning by providing a Christ-centered educational experience highlighted by four key distinctions: academic excellence, nurturing community, enrichment opportunities, peacebuilding & service.*

### OVERVIEW

**Job Title:** Groundskeeper/Facilities Assistant

**Reports to:** Facilities Director

**Position Status:** Part time / Hourly - With potential growth to full time

**Contract Dates:** January 1st, 2023

**Benefits:**

- Paid time off

### QUALIFICATIONS

**Required Personal Qualities:**

- Be deeply committed to a consistent daily walk with Jesus Christ and continual growth in your relationship with Him.
- Regularly attend a Christian church that aligns with the WCS statement of faith.
- Exemplify the love of Christ by being a role model in attitude, speech, and actions toward others, and meeting everyday stress with emotional stability, objectivity, and optimism.
- Consistently exemplify servant leadership by demonstrating the Fruits of the Spirit (*Galatians 5: 22-23*).
- Utilize a Biblical and grace-filled approach in handling conflict when it arises.
- Encourage students to accept God's gift of salvation and to grow in their faith.
- Demonstrate the strong passion, spiritual maturity, and leadership abilities to align with and uphold the mission, educational objectives, statement of faith, and core values of WCS.
- Display understanding of professional expectations by maintaining confidentiality with all information.

**Experience/Education Qualifications:**

- Minimum of one year experience performing groundskeeping or landscaping duties preferred

**ESSENTIAL JOB FUNCTIONS** - Maintenance of Campus grounds including but not limited to:

**1. Groundskeeping:**

- Mows lawns, trims weeds, and rakes leaves as assigned.
- Picks up and removes trash prior to mowing a designated area.
- Fertilizing and seeding grass
- Trims bushes, shrubs, and hedges.
- Prepares soil and plants flowers, bushes, hedges, or shrubs.
- Plants trees and prunes them when necessary.
- Cuts and removes trees as needed.
- Applies fertilizer, pesticides, and herbicides as directed.
- Completes snow removal tasks such as shoveling sidewalks, steps, and doorways as needed during winter months.
- Operates snowblower or tractor to clear roads, driveways, and parking lots.
- Performs routine maintenance on power equipment.
- Operates ride-on mower and tractors as needed for the job.
- Assist with other maintenance work as needed, per special projects.

**2. Field Maintenance:**

- Maintain sports fields for playing seasons. Including but not limited to initial field layout and design (soccer), mowing, fertilizing, aerating, thatching, spraying of fields and surrounding landscapes.
- Maintain irrigation schedule and minor repair of irrigation equipment.
- Maintain dugout and spectator areas.
- Move seating, equipment or devices as requested by Athletic dept.
- Coordinate repairs as needed.

**3. Facility Maintenance:**

- Assist in maintenance projects as directed or needed. Including but not limited to painting projects, gutter cleaning and minor repairs.
- Assist Facilities Team as requested.
- Obtain or remove items in classrooms as requested.
- Spray for insects
- Organize or assist in preparation of facilities for graduation, presentations, testing, special events, work days, summer rentals and fundraisers.

**4. Integrated Pest Management:**

- Maintain IPM compliance which includes 6 hours annual training.
- Maintain Private School Applicator License.
- Attend required classes and continuing education.
- Prepare required reports, logs and records.

**5. Required Skills/Abilities:**

- Ability to obtain a private school applicator license.
- Ability to operate various types of power equipment including lawnmowers, tractors, trimmers, hedge trimmers, leaf blowers, and other landscaping equipment.
- Ability to use hand tools required for landscaping.

- Ability to follow instructions and complete assignments.
- Extensive knowledge of landscaping techniques and processes.
- Excellent time management skills.

**6. Physical Requirements:**

- Prolonged periods walking, standing, bending, stretching, pushing, pulling, climbing ladders, or kneeling.
- Must be physically able to operate power equipment.
- Must be able to lift up to 50 pounds at a time.
- Must be able to work in a variety of weather conditions.