

Outdoor Operations Coordinator

University Recreation
Louisiana State University

Job Responsibilities

40%: Outdoor Maintenance

Assists with the day-to-day maintenance of departmental landscaping (2 acres) and sports turf (27 acres) including but not limited to: Turf mowing, preparing practice/competition fields (including marking, string trimming, edging, hard surface/turf blowing, and vacuuming), general clean up/litter removal, minor pruning/weed removal, drain cleaning, herbicide application for weeds, irrigation work for planted beds/turf areas, replace or repair turf area as needed, topdressing, aerating, over seeding, verti-cutting, dragging, and watering.

20%: Personnel Management

Supervise and evaluate student staff involved with the operation, maintenance, preparation and repair of outdoor facilities and equipment; Ensure compliance to all State, University and Departmental policies and procedures relative to the safe and efficient operation of facilities and equipment and personnel management; Administer Department Procedures necessary for appropriate, safe and orderly use of all outdoor facilities. Provide leadership and development opportunities for the student employees.

20%: Equipment Maintenance

Participate in the preventive maintenance and inventory of all assigned equipment to include all department vehicles, tractors, blowers, trimmers, and tools; Take necessary action to identify and follow through with equipment repairs.

20%: Program and Professional Development

Provide feedback regarding departmental programs, equipment, and operations by conducting daily observations/engaging in programs and using equipment/facilities; Immediately report safety concerns to the functional area supervisor; Be active professionally through research, publications, presentations, speaking engagements, and involvement in professional associations; Represent University Recreation for various University/community functions, committee work, and other duties as assigned; Contribute positively to the work environment by participating in honest dialog that is indicative of the department's culture of teamwork; Willingly shares all information with department teammates in an effort to provide high quality outcomes that contribute to student success; Maintains positive co-worker relationships and fosters an environment of trust and inclusion; Provide staff coverage during evenings, weekends, and special events as determined by department & function need.

Minimum Qualifications

Bachelor's Degree in related field with one year of experience working in the field of turf maintenance and/or landscape maintenance and management.

License/Certifications

Must have Commercial Pesticide Applicators License within 3 months of employment.

Special or Physical Qualifications

Some weekend on-call responsibilities will be required.

Additional Position Information

Background Check - An offer of employment is contingent on a satisfactory pre-employment background check.

Benefits - LSU offers outstanding benefits to eligible employees and their dependents including health, life, dental, and vision insurance; flexible spending accounts; retirement options; annual and sick leave; 14 paid holidays; wellness benefits; tuition exemption; training and development opportunities; employee discounts and more!

LSU is committed to diversity and is an equal opportunity/equal access employer.

HCM Contact Information

Questions or concerns can be directed to the LSU Human Resources Management Office at 225-578-8200 or emailed HR@lsu.edu.

Quick link at ad URL: https://lsu.wd1.myworkdayjobs.com/LSU/job/LSU---Baton-Rouge/Outdoor-Operations-Coordinator_R00019192-1