



**Job Title: Groundskeeper**  
**Status: Seasonal**

**Department: Maintenance**

**Reports to: Facilities Manager**

**Position Summary:** Groundskeepers are responsible for the maintenance, landscape and upkeep of Skycroft grounds including recreation fields, outdoor seating areas, hiking trails, flowers beds, etc. Performing grounds maintenance will include mowing, string-trimming, weeding, mulching, and picking up twigs and debris.

**General Purpose:** To maintain a safe and attractive grounds for the recreation and enjoyment of retreat guests and campers.

**Essential Job Responsibilities:**

- Maintains all areas of the grounds in a condition that is conducive to their intended use, including mowing, trimming, mulching, etc.
- Removes debris and keeps hiking trails clear
- Upkeeps all flower beds and outdoor seating areas by trimming shrubs, weeding, mulching, etc.
- Maintains sidewalks and parking lot areas by clearing leaves, twigs and debris
- Performs other grounds services as assigned.

**Essential Skills and Experiences:**

- Minimum 1 year landscaping experience, operating lawn care equipment such as zero-radius mowers, string trimmers, etc.
- Possession of a valid driver's license and has reliable transportation to/from work
- Ability to push, pull or carry objects up to 50 pounds.
- Good time management skills, independent and self-motivated
- Ability to maintain positive working relationships with supervisors and co-workers

**Reporting to this Position:** None

**Physical Demands of Work Environment:** The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

*Physical Demands:* While performing the duties of this job, the employee must be able to physically frequently lift up to 50 pounds and occasionally lift up to 75 pounds; will be required to stand, walk and sit for long periods of time; frequent use hands to operate equipment; reach with hands and arms; stoop; kneel; or crouch; and talk and hear. The ability to see with strong peripheral vision and depth perception is required to perform the essential job functions

*Work Environment:* While performing the duties of this job, the employee may be exposed to moving mechanical parts and vibrations, wet and/or humid conditions; and outside weather conditions. Work is primarily performed outdoors in temperatures that

are typical for April-October in Maryland and in direct sunlight or rain. The noise level in the work environment is usually moderate to loud volume.

**General sign-off:** This employee is expected to adhere to all company policies of Skycroft Conference Center and the Baptist Convention of Maryland/Delaware

I have read and understand this explanation and job description.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_