

**Lockport Township Park District**  
**Job Description – Park Grounds Volunteer**

**Summary:**

Park Grounds Volunteers are responsible for performing a variety of duties in order to maintain and repair park grounds and equipment. Park Grounds Volunteer is a seasonal position ( March-November) working an average of 5 hours per shift and requires a flexible work schedule that may include nights, weekends and holidays to be determined.

**Volunteer Standards/Qualifications:**

1. Willing to learn methods and materials used in grounds and landscape area construction/maintenance work.
2. Physical strength, stamina and agility.
3. Ability to follow oral and written directions.
4. Must be currently enrolled in Lockport Township High School

**Immediate Supervisor:**

Park Grounds Workers are responsible to the Director of Park Services. To schedule community service please contact Ken Tondini at 815-838-5016 or e-mail [ktondini@lockportpark.org](mailto:ktondini@lockportpark.org).

**Essential Functions:**

1. Perform all daily operational tasks as assigned.
2. Operates mowers and string trimmers in trimming around trees, signs, fence lines, banks and hillsides; edges cart paths; edges landscape beds and assists with maintenance of landscaped areas.
3. Returns all equipment to the designated location at the maintenance facility; and cleans the maintenance areas.
4. Perform all assigned tasks within the rules and guidelines of the district's safety program.
5. Complete all other duties as assigned.

**Psychological Considerations:**

Park Grounds Volunteers must work closely with co-workers, must work around the general population/park patrons in public areas and must work under supervision and direction of superiors.

**Environmental Considerations:**

Will be exposed to the elements when completing outdoor functions including prolonged exposure to cold, sun, wind, heat, rain, snow.

**Physiological Considerations:**

May be required to sit, stand, kneel or perform manual labor for extended periods of time. Must be able to lift heavy objects.

**Cognitive Considerations:**

Park Grounds Volunteers must be able to follow directions from supervisor with safe follow through. Must use good safety awareness and judgment.

**Dress Code:**

Volunteers must wear long pants, Steel toe or hardened toe work boots preferred. No open toe shoes or sandals.

