

## **LAKE COUNTY PARKS & RECREATION**

### **Job Description**

**Position Title:** Seasonal Stewardship Technician

**Division:** Planning and Natural Resources

**Supervisor:** Manager at Assigned Location

**Classification:** Non-Exempt

**Position Summary:** The Lake County Parks and Recreation Department Stewardship Technician role for Gibson Woods revolves around performing invasive plant management and restoration efforts.

**Essential Functions:** Maintaining and preserving natural areas, including controlling exotic invasive species. Maintains tools and equipment, helps monitor wildlife, conducts preserve maintenance, learns how to identify native and non-native species and assists in preparing sites for prescribed burns.

**Responsibilities and Scope:**

- \* Works under close or frequent supervision.
- \* Work start and end times may need to be flexible with an approximate start time of 7:00 a.m., depending on weather conditions.
- \* May work in variable weather conditions, at remote locations for long periods of time in isolated settings, on difficult and hazardous terrain and wetlands, and under physically demanding circumstances.
- \* Requires considerable physical exertion and/or muscular strain and the ability to carry a 35-pound backpack sprayer.
- \* Will be exposed to hazards such as extreme heat, biting and stinging insects, ticks and poison ivy. Personal protective equipment/supplies will be provided, as necessary.

**Minimum Qualifications:**

- \* High school diploma and 6 months of related experience or education in science related field.
- \* Experience operating various types of equipment in a safe and efficient manner (e.g. Brush cutter, loppers, handsaws etc.).
- \* Valid driver's license.
- \* Must be able to obtain herbicide applicator's license.
- \* Experience performing physical work.

**Preferred Qualifications:**

- \* Ability to follow instructions.
- \* Ability to work in a team environment.
- Knowledge of Northwest Indiana plants/community types will be helpful but is not required.
- Knowledge for use of various types of equipment in a safe and efficient manner.

**Qualifications:** Must be 18 years old.

**Licensing & Certifications:** Valid Indiana Driver's License.

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

**Physical Demands**

Overall Physical Strength Demand (*Moderate*)

Lift and/or exert force up to 50 lbs. occasionally, 10 lbs. frequently or insignificant amounts constantly or requires walking or standing to significant degree.

<i>Codes</i>	<i>Physical Demands</i>	<i>Codes</i>	<i>Physical Demands</i>
C	Standing	F	Sitting
C	Walking	F	Lifting
F	Pushing/Pulling	F	Carrying
C	Reaching	F	Handling
C	Fine Dexterity	F	Kneeling
C	Crouching/Bending	F	Crawling
F	Repetitive Motion	F	Twisting
C	Balancing	F	Climbing
C	Vision (Correction Required)	C	Hearing
F	Talking	C	Foot Controls (Driving, Operating Equip, Etc.)

Continuously (C)      Frequently (F)      Occasionally (O)      Rarely (R)      Never (N)

**Environmental Factors**

<i>Codes</i>	<i>Health &amp; Safety</i>	<i>Codes</i>	<i>Environmental Factors</i>
W	Mechanical Hazards	D	Dirt & Dust
W	Chemical Hazards	D	Extreme Temperatures
W	Electrical Hazards	D	Noise & Vibration
M	Fire Hazards	W	Fumes & Odors
S	Explosives	W	Wetness/Humidity
R	Communicable Diseases	W	Darkness or Poor Lighting
N	Physical Abuse		Other (specify)

Daily (D)      Several Times/Week (W)      Several Times/Month (M)      Seasonally (S)      Rarely (R)      Never (N)

**Machines, Tools, Equipment & Work Aids Used:** Lawn mower, push mower, backpack sprayer, leaf blower, various hand and power tools.

**Vehicles Used:** Park passenger and utility vehicles.

**Work Environment:** This is a seasonal position and hours of work and days vary by park site needs.

While performing the duties of this job, the employee must be able to work alone and is exposed to inclement weather conditions. Additionally, the employee may be required to work flexible hours, weekends, extended shifts and holidays.

**Other Duties:** Please note, this job description is not designed to cover or contain a comprehensive listing of activities. Duties, responsibilities and activities may change at any time with or without notice.

**Equal Employment Opportunity:** The Lake County Parks and Recreation Department provides Equal Employment Opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, the Lake County Parks and Recreation Department complies with applicable state and local laws governing nondiscrimination in employment in every location in which the department has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. The Lake County Parks and Recreation Department expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Lake County Parks and Recreation Department's employees to perform their job duties may result in discipline up to and including discharge.

The employee is expected to adhere to all company policies while employed. I have read and understand this explanation and job description.

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Employee Signature

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Date