

Rogue Valley Family YMCA
VOLUNTEER POSITION DESCRIPTION

POSITION TITLE: Groundskeeper
DEPARTMENT: Maintenance
REPORTS TO: Facilities Coordinator

TERM OF POSITION: 3 to 4 hours/week
DAYS/HOURS OF POSITION: flexible days,
hours are mornings before noon
AGE REQUIREMENT: At least 18 years of age

General Function

Groundskeeper is responsible for cleaning and maintenance of outside areas including grounds and garbage maintenance. Position affects the aesthetic appeal and first impression of a member or program participant of the YMCA from the first point of entry to the last point of exit. Tasks completed within the child care areas affect the recreation and safety of the children participating in YMCA programs.

Know How

Groundkeeper maintains outside landscaped areas using hand or power tools. Individual shall be able to perform a variety of tasks, which may include any combination of the following: planting, weeding, fertilizing, raking, watering, pruning, mowing as well as general outside maintenance. Must be able to reach, bend, stoop and frequently lift up to 40 pounds. Must be able to work in a standing position for long periods of time.

Position Segments

- Pick up litter, cigarette butts and other trash
- Sweep pavilions and/or blacktop areas
- Empty trash cans and reline with garbage bag
- Mow and trim lawn areas
- Pull weeds by hand or use weed-eater as appropriate
- Rake leaves and bag them up
- Planting, watering, fertilizing and other gardening jobs as needed
- Keeps all related equipment clean and stored properly
- Painting small sections of building to cover graffiti

I have read this position description and understand its contents.

Signature of volunteer

date