



## NOTICE OF VACANCY

### Athletic Grounds Crewman (Part-time)

**REPORTS TO:** Athletic Director

**DESCRIPTION OF POSITION:** At Mississippi Delta Community College (MDCC) we value the ability to serve students from a broad range of socioeconomic backgrounds, genders, abilities, and orientations. We prioritize applicants who demonstrate they understand the benefits a diverse student population brings to a community college. The successful Athletics Grounds Crewman will be an equity-minded individual committed to student success by collaborating with faculty, staff, administration, students and community partners who support the institution's mission.

The Athletics Grounds Crewman is directly responsible for the cutting, weeding, edging, spraying, trimming, and landscaping of all Athletic playing fields, practice fields and surrounding areas of the J.T. Hall Coliseum, and Jim Randall Stadium. This position is considered to be a "working supervisor" whom will be actively engaged in keeping all Athletic Grounds clean, safe, and well-maintained throughout the Athletic Seasons and College Academic Year with the assistance of Facilities Management only in emergency situations.

More specifically, the Athletics Grounds Crewman is responsible for the following:

### DUTIES AND RESPONSIBILITIES

- Applies pesticides and fertilizers as needed.
- Cleans football stadium grounds, mows, trims, and edges ground areas as needed and/or assigned for the purpose of providing an effective working/learning environment, preventing damage and/or limiting liability exposure.
- Maintain inventory, of all supplies, and all grounds equipment, keeping all equipment clean, operable, and secure. All College inventory, including but not limited to all athletic ground's equipment, should not be removed from campus at any time without permission from the Athletic Director or President.
- Participates in meetings, workshops, trainings, and seminars for the purpose of conveying and/or gathering information required to perform functions.
- Prepares football stadium and field for home football games, by painting and marking athletic fields.
- Removes unsightly trash and debris from public areas by regularly inspecting fence line, drains, under and around all stadiums, and practice areas for debris on a regular basis.
- Responsible for sanding, aerating, watering, planting, cultivating, painting, and rocking of north side of the Jim Randall Stadium, both football practice fields, baseball field, softball field, and J.T. Hall Coliseum grounds.
- Transports a variety of tools, equipment and supplies for the purpose of ensuring the availability of materials required at job site.
- Other duties as assigned by the Athletic Director, Grounds Team Lead and/or Director of Facilities Management.

*Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the non-discrimination policies: Waunita Roberts Jones, Director of Human Resources, Stauffer-Wood Administration Building, Suite 144, Office 145, P. O. Box 668, Moorhead, MS 38761, 662-246-6309; [EEOC@msdelta.edu](mailto:EEOC@msdelta.edu).*

## **MANDATORY QUALIFICATIONS**

- Applicant must have a successful record of accomplishment with work experience related to the position's essential functions listed above.
- Applicant must hold the minimum of an Associate's degree in Horticulture, Landscaping, or a closely related discipline from an accredited institution.
- Supervisory experience.
- Two or more years of work experience.
- Pesticide Usage Certification (or willingness to obtain certification within 30 days).
- Valid Driver's License

## **KNOWLEDGE AND SKILLS REQUIRED**

- Ability to interact positively and effectively with faculty/staff, administrators, donors, alumni, and students.
- Ability to collaborate and communicate effectively with other professionals in a team setting
- Ability to effectively meet project deadlines
- Ability to interact positively and effectively with students, faculty/staff, and administrators
- Ability to maintain confidentiality
- Ability to work evenings and weekends as the scope of the job may frequently require travel and attendance at evening and/or weekend activities, meetings, and events.
- Have good attendance record and be on time for work and appointments
- Logical and technical reasoning skills
- Follow direction & work independently at times
- Knowledge of cultivating and maintaining all Athletic Fields.
- Certified in pesticides and fertilizers.
- Ability to work well under pressure
- Skills and abilities in organization, time management, and record keeping

## **PHYSICAL DEMANDS**

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hand to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to sit, stand and walk. The employee is occasionally required to climb, balance, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision. This position may require prolonged periods of viewing a computer screen. This position requires travel and may require working some evenings and weekends.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate to loud.

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## TERMS OF EMPLOYMENT

This is a full-time, 12-month, Exempt, Non-Teaching Professional (NP) position.

## SALARY

The salary will commensurate with education and experience.

## APPLICATION PROCEDURES

Applicants should submit all of the following in order for their application to be considered for employment:

1. MDCC Employment Application (**online only**)
2. *Unofficial* College Transcript(s)
3. Current Resume
4. Authority to Release Information Form/ Consent Form

The MDCC Employment Application can be found on the MDCC Human Resources website, <https://msdelta.formstack.com/forms/applicationforemployment>

Official transcripts **are required upon hire** and may be sent directly from the university/college electronically to [humanresources@msdelta.edu](mailto:humanresources@msdelta.edu) or via postal mail to:

Office of Human Resources - P. O. Box 668 - Moorhead, MS 38761

## DEADLINE

**Internal/External– May 16, 2025 at 5:00 p.m.**

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