

Warren Wilson College

POSITION TITLE: Supervisor, Landscaping Services

DEPARTMENT: Landscaping

REPORTS TO: Dean of Work

POSITION SUMMARY:

The Supervisor, Landscaping Services plans, supervises and coordinates landscaping and maintains the appearance of the core campus area (excluding the forest and the farm), under the direction of the Dean of Work. The Supervisor is responsible for the supervision and training of a forty plus member student work crew at various skill levels. The Assistant Supervisor of Landscaping Services and one full-time volunteer reports to the Supervisor of Landscaping Services.

SPECIFIC RESPONSIBILITIES:

1. Supervises and participates in grounds maintenance and landscaping projects which involves cleaning and maintaining campus areas, planting and caring for garden areas, pruning flowers, shrubs, and trees, and removing snow, litter, leaves, and other debris.
2. Instructs student work crew on all horticultural aspects of the 45 acre core campus.
3. Ensures orientation and training for student crew, including training in safety procedures; provides technical expertise for handling of chemicals; takes soil samples; provides technical expertise for handling of chemicals.
4. Participates in the planning of special projects initiated by administration. Executes and follows-through on projects.
5. Coordinates snow and ice removal, including steps and sidewalks.
6. Ensures routine repair and maintenance of small engines is performed.
7. Provides landscaping for the President's residence; provides routine lawn maintenance for the President's residence and the Dean of the College's residence.
8. Performs arborist work on trees on core campus; pruning, hazard removal, take downs, storm damage.
9. Builds and repairs stone and masonry walls etc. on campus.
10. Grows native grasses for use on campus, maintains a seed bank of local eco-types, contracts growing plants for sale,
11. Designs and maintains landscapes around campus; existing and new construction.
12. Operates and maintains equipment, provides excavation services and loader needs for campus.
13. Performs other duties as needed to fulfill the College's mission of work, service and academics.

WORKING CONDITIONS:

1. Must be able to work outside during inclement weather.
2. Lot of walking/mobility required on a hilly campus.

QUALIFICATIONS:

1. Five years of grounds maintenance experience with one year in a leadership/supervisory capacity.
2. Effective interpersonal skills required.
3. Time management and organizational skills required.
4. Supervisory experience required.
5. Able to work with students to teach necessary skills and offer positive reinforcement and feedback.
6. Able to lift a minimum of 50 lbs. lots of walking/mobility required.
7. Bachelor's degree desirable.
8. Knowledge of proper chemical usage and safety precautions.
9. Ability to operate heavy equipment highly desirable.