



Job Description

Position: Crew Leader
Status: Full-Time, Hourly, Non-Exempt
Reports To: Horticulture Manager

Crew Leader: Position Summary

Under general supervision, coordinates and completes all aspects of day-to-day turfgrass maintenance. Support horticulture staff with irrigation and operation of heavy equipment. Support Horticulture Manager in daily on-ground operations.

Essential Functions (Including, but not limited to):

- Conducts all activities in alignment with principles and integrity of the George Kaiser Family Foundation.
- Ensure quality and consistency in all aspects of the day to day turfgrass and horticultural operation.
- Follow all operating and horticulture policies and procedures on a continuous basis to ensure safety, efficiency and guest satisfaction.
- Complete landscape tasks including but not limited to mowing, fertilizing, aerating, seeding, sod repair, leaf removal, weed control, string trimming, edging, and pesticide applications.
- Train and instruct a crew to assist in the completion of turfgrass maintenance tasks and/or other assigned projects.
- Utilize, inspect, and complete minor repairs of irrigation system.
- Complete plant health care practices including but not limited to to scouting for plant diseases and insects, proper watering, applying pesticides per protocol, and applying fertilizer in correct amounts.
- Communicate needed materials and plants for turfgrass operations. Complete plant designs as necessary.
- Support Horticulture Manager in daily on-ground operations.
- Train and guide volunteers and/or temporary assistants to safely help in tasks as needed or as assigned.
- Operate equipment as necessary.
- Other duties as assigned.

Qualifications:

- An Associate's degree in turfgrass or 2 years of experience in turfgrass industry. Bachelor's degree preferred.
- Must possess a valid driver's license and be insurable through the park's insurance carrier.
- Must have or be able to acquire Oklahoma pesticide license.

Skills and Experience:

- Desire and ability to enhance The Gathering Place brand and its executive team in the best interest of the Community, The George Kaiser Family Foundation, donors, and all Stakeholders.
- Must have knowledge and experience with public parks and/or horticulture operations.
- Must have strong interpersonal skills.
- Must have strong customer service skills.
- Must possess excellent verbal and written communication skills.
- Must be able to operate equipment as necessary.

Physical Requirements:

- Must be able to complete the physical demands representative of those that must be met by an employee to successfully perform the essential functions of this job are typical of a laborer, landscaper and/or installation crew.
- The employee must be able to lift and/or move up to 50 pounds. While performing the duties of this job, the employee is regularly required to stand; walk; sit; dig; rake; twist; and use hands. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. Requires occasional carries up to 100 pounds with the assistance of a two wheel hand truck
- Must be willing and able to work varied and long shifts including holidays, weekends, and events.
- May be subject to exposure to excessive noise, extremes in temperature, humidity or wetness, dust, or chemicals, and require the use of special visual or auditory protective equipment.

Computer Proficiency:

- Must be proficient with Word and Excel and be able to adapt well to various other computer programs.

A Gathering Place for Tulsa is in partnership with George Kaiser Family Foundation and RiverParks Authority.

Please e-mail a résumé with a cover letter:

Stacie Martin, Director of Horticulture

smartin@gatheringplace.org

Resumes will be accepted until May 14th, 2018

A Gathering Place for Tulsa is an equal opportunity employer and does not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, military status, or any other basis made unlawful by applicable federal, state, or local laws or regulations. We are an e-verify employer.

If you have a difficulty applying for any job posted on Tulsa Community Foundation's website because a disability prevents you from using the online system, Tulsa Community Foundation offers the following alternate application procedure: Contact Human Resources at 918-494-8823, and TCF will arrange for an alternate method of applying and will consider your application together with all other applications received for the job. Please call only for such application assistance.