

Flint Cultural Center Corporation  
601 E. Second St  
Flint MI 48503

**POSITION DESCRIPTION**

**Job Title:** Grounds Crew Member

**Location:** Flint Cultural Center Corporation

**Department:** Grounds

**Reports To:** Grounds Supervisor

**FLSA Status:** Non-Exempt

**\*This is a part-time position, working approximately 20 hrs per week – Pay Rate is \$11.00/hr\***

**POSITION DESCRIPTION**

Assists in the maintenance of the Flint Cultural Center Campus grounds and grounds equipment.

**RESPONSIBILITIES**

- Follows through on instructions and work schedules provided by supervisor to achieve desired level of maintenance.
- Performs routine maintenance on grounds care equipment.
- Assists with the labor needs for outdoor campus activities and programs, including occasional weekend commitments.
- Follows security policies and procedures for use and storage of the grounds care equipment.
- Assists in the procurement of supplies, tools and repair parts for equipment, as needed.
- Follows established safety program procedures and attends training when required.
- Assists in maintaining traffic flow and re-routing as needed during events.

**QUALIFICATIONS**

- Knowledge of and/or experience in grounds/turf/landscaping/lawn care.
- Ability to safely use grounds equipment and perform all work according to safety standards.
- Ability to perform routine maintenance and basic repairs to groundskeeping equipment.
- Able to interact effectively and professionally with management, organization staff and the public.
- Ability to work without direct supervision, as needed.
- Ability to work in inclement weather and on call during the winter.
- Must have strong communication skills and ability to problem solve.
- Must be self-motivated, thorough, and detail oriented.
- Ability to follow written and verbal instructions.
- Must have a valid Michigan driver's license and be able to lift at least 50lbs.

**EDUCATION AND EXPERIENCE**

- High school education or equivalent.
- Grounds, turf, landscaping, or golf course care experience preferred.
- Experience in snow removal preferred.
- Prior safety training as relates to grounds maintenance preferred.

**Apply To:** Email resume, cover letter and references to: [hr@fcccorp.org](mailto:hr@fcccorp.org)

**Date Posted:** 3/5/21; posting will remain active until filled

The Flint Cultural Center Corporation is an Equal Opportunity Employer