



Job Title: Parks Technician
Department: Sheridan Recreation District
Status: Non-Exempt
Benefits: Standard District Benefits are Provided
Salary Range: \$40,463.16 - \$51,257.51
Supervisor: Executive Director

JOB SUMMARY

The Parks Technician for the Sheridan Recreation District is responsible for the maintenance and care of district parks, recreational facilities, and outdoor spaces. This role encompasses a wide range of duties, including seasonal and year-round maintenance, oversight of part-time and seasonal staff, and equipment maintenance. The Parks Technician upholds high standards of safety, quality, and aesthetics in all public spaces, supporting the district's mission to provide innovative, safe recreational opportunities.

The following statements are intended to describe the general nature and level of work to be performed by the individual within this classification. They are not to be considered an exhaustive or all-inclusive listing of the position's duties and tasks, as they may change or be adjusted, as situations require.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- **Grounds and Facility Maintenance:**
 - **Irrigation and Winterizing:** Oversee and manage irrigation systems, including winterizing all watering systems, routine checks, and repairs.
 - **Field Prep:** Help prepare fields for sports and community events.
 - **Tree & Bench Programs:** Participate in and help manage the district's tree and bench programs, coordinating plantings, installations, and maintenance.
 - **Bathrooms & Fencing:** Ensure bathrooms are clean and functional; maintain and repair fencing around parks and facilities.
 - **Shop and Grounds Oversight:** Help oversee district shop areas, organizing supplies and maintaining grounds.
- **Park and Facility Maintenance:**
 - **Snow Removal and Capital Improvements:** Perform snow removal to maintain safe access during winter; assist in capital improvement projects.
 - **Playground & Equipment Maintenance:** Inspect, repair, and maintain playgrounds and park equipment to ensure safety and compliance with standards.
 - **Painting & Park Signs:** Paint and maintain park signs, facilities, and structures for clear, appealing public spaces.
- **Seasonal Duties:**
 - **Mowing and Weed Eating:** Perform seasonal mowing, trimming, and weed control.
 - **Trail and Parking Lot Maintenance:** Maintain district trails and parking lots for cleanliness and accessibility year-round.
- **Trash Management:** Regularly remove park trash and debris to maintain a clean environment for visitors.
- **Staff Oversight and Coordination:**
 - Supervise part-time and seasonal employees, including task assignment, training, and performance oversight.
 - Provide technical guidance and oversight to staff to ensure district standards are met.



- **Operational Efficiency:**
 - Utilize MaintainX for tracking and logging maintenance activities.
 - Coordinate with Executive Director on budgeting needs for ongoing maintenance, repairs, and improvements.

QUALIFICATIONS

- **Education:** Equivalent to a high school education with specialized training in park or grounds management, horticulture, landscaping, building maintenance, or a related field.
- **Experience:** 3-5 years in facility and grounds maintenance, including familiarity with irrigation maintenance, preventive maintenance principles, and turf equipment operation (e.g., riding mowers, tractors, towing trailers).
- **Licenses/Certifications:**
 - Valid Wyoming driver's license.
 - Certified Playground Safety Inspector (CPSI) certification preferred.
- **Skills and Abilities:**
 - Knowledge of irrigation and winterizing practices, including Baseline Watering Systems.
 - Ability to manage Turf Tank equipment and schedule usage for efficiency.
 - Effective planning and organizational skills, with attention to detail in reporting and tracking maintenance activities.
 - Strong communication skills for team coordination and public interaction.
 - Physical ability to perform job duties, including snow removal and manual labor.

WORKING CONDITIONS

- Primarily outdoor work, occasionally in inclement weather.
- Physical requirements include lifting, climbing ladders, and operating power tools and equipment.
- Use of personal protective equipment is required for some tasks.

BENEFITS

The Sheridan Recreation District offers a comprehensive benefits package:

- 100% health, vision, dental insurance coverage
- Paid time off
- Matching 9.25% retirement
- Professional development opportunities

Sheridan Recreation District is an equal-opportunity employer and encourages all qualified candidates to apply.