

San Diego Community College District

CLASSIFICATION DESCRIPTION

Title: Athletic Groundskeeper

Unit: Maintenance & Operations

Page: 1 of 2
Job Code: E1278
Original Date: 08/1983
Last Revision: 01/2016
Staff Type: Classified
FLSA status: Non-exempt
Salary Range: 18

DEFINITION

Under the direction of an assigned manager or supervisor, maintain and facilitate physical and athletic education areas, fields, and facilities; provide assistance at athletic functions and maintain equipment.

EXAMPLE OF DUTIES

1. Set up and remove athletic equipment for physical education classes and athletic events. Put equipment away after contests/events.
2. Facilitate athletic areas in preparation for sporting events and contests, including laying out, line marking, watering, dragging, dressing, and reconditioning and grooming athletic fields, areas, and facilities. Prepare facilities before season starts.
3. May attend sports functions and act as recorder, timer, scorer, or official.
4. Maintain and clean physical education facilities, including volleyball, tennis, racquetball, basketball, softball, baseball, football, and soccer courts, fields, and tracks.
5. Perform routine maintenance and repair activities to field equipment and fences, nets, and athletic gear.
6. Maintain and inventory outdoor materials, supplies, athletic training and instructional equipment, and departmental grounds vehicles; order equipment as needed in a timely fashion.
7. Provide work direction to work-study students.
8. Maintain records, forms, time cards, and reports, and assist with minutes for departmental meetings.
9. Perform related duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge:

- Athletic field dimensions and areas.
- Basic inventory procedures.
- Basic math.
- English, grammar, spelling, and punctuation.
- Equipment used in athletics and athletic grounds keeping.
- General First Aid and CPR.
- Health and safety regulations.
- Rules and techniques of games and sports contests.
- Scoring of a wide variety of games and contests.

Skills and Abilities:

- Communicate effectively both orally and in writing.
- Communicate effectively with faculty and students.
- Establish and maintain effective working relationships with others.
- Keep up with new techniques and ways of doing the job.
- Lift heavy objects.
- Maintain records on various computer programs.
- Make minor repairs to equipment.
- Make simple arithmetic calculations.
- Operate a variety of athletic equipment and line markers, chalk, and paint.
- Operate a variety of utility vehicles and passenger vans.
- Understand and follow oral and written directions.

Training and Experience:

Any combination of training and experience equivalent to: participation in a variety of sports, including knowledge of college athletics' rules and regulations. Some background in grounds maintenance is preferred.

License:

- Valid California driver's license.
- First Aid and CPR cards desirable.

WORKING CONDITIONS

Physical Requirements:

- Category I

Environment:

- Subject to less desirable extremes.