BUTLER COUNTY
JOB DESCRIPTION

Department: County Conservation

Title: Park Technician **FLSA: Non - Exempt**

Reports to: Executive Director

PURPOSE OF POSITION

Under general direction of the Executive Director, manage and maintain the activities of all campgrounds, trails, open space parks and perform related work as required.

ESSENTIAL DUTIES AND RESONSIBILITIES

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned as needed by the Executive Director.

Participates, plans and directs the maintenance, development, improvement, care of campgrounds, open spaced recreational areas, buildings, picnic tables, grills, roads, trails, shelters, gates, fences and related facilities.

Perform routine service and maintenance of equipment used in parks, such as vehicles, tractor, mowers, small engines, chainsaws, weed trimmers, and other equipment.

Collect fees from users of park facilities while keeping records of receipts, camper registration, attendance and miscellaneous park activities.

Perform other incidental duties as needed, such as cutting firewood, clearing of trails and signage updates.

Assist with planning, designing and building of structures and equipment within the conservation system which involves carpentry skills, metal work, masonry, shingling, landscaping, plumbing and electrical work.

Perform general maintenance on managed areas including, but not limited to:

- Fence repairs
- Signage posting
- Trail clearing
- Snow removal
- Pesticide application

Provide occasional assistance at the Nature Center as needed.

The workweek is non-typical, but generally 40 hours per week, occasionally up to 55 to 65 hours per week as needed. Required to work evenings, weekends and holidays as assigned.

Must live within 30 miles of shop location for emergency response. Emergency response could include but is not exclusive to; flood preparation and safety/operation of campgrounds and bike trail. Must meet this requirement with 9 months of hire.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFROM ESSENTIAL FUNCTIONS

Associate's Degree in outdoor recreation, parks management, natural resources or other applicable field, Or high school diploma or GED with at least two (2) years of parks management experience or two (2) years of experience related to the essential duties and responsibilities listed.

Acquire and maintain fire certification of NWCG S-130 and S-190. Certifications must be obtained within one year.

Acquire and maintain valid state of Iowa Driver's class A CDL with air break endorsement. License must be obtained within one year.

Acquire and maintain Pesticide Applicator's License with 1A, 5, & 6 applicators classification issued by the State of Iowa Department of Agriculture & Land Stewardship. Licenses must be obtained within one year.

Ability to identify trees, shrubs, flowers, fish, reptiles, birds and other wildlife common to Iowa.

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PREFORM ESSENTIAL FUNCTIONS

Physical Requirements

Work involves constant activity such as walking, standing, bending, stooping, kneeling, reaching vertical and horizontal, using of fingers, hands, feet, legs and torso in providing various services and functions. Ability to operate various types of vehicles, machinery, and equipment in a safe and proficient manner. Involves the use and maintenance of trucks, tractors, mowers, tree planter, trailers, ladders, chainsaws, sprayers, sanders, routers, jigsaws, circular and table saws, and other various hand and power tools. Regularly uses a variety of hand and power tools in various mechanical, welding, maintenance and agricultural work, roofing materials, tree and plant seeding. Must be able to frequently lift, carry, push and pull at least 50 lbs. Work requires the ability to read and understand data and technical information from manuals, screens and other devices.

Cognitive Ability

Knowledge of the principles and techniques used in natural resource management. Knowledge of modern techniques and methods used in the care and maintenance of public parks. General knowledge of state, federal, and local conservations laws and regulations. Skills in landscaping and knowledge in natural resources. Capacity to apply abilities, subject matter and knowledge in resolving problems, analyze work problems effectively and supply sound judgment in their solution. Develop, oversee, and implement site and comprehensive plans. Sensory requirements include numerical/clerical and form perception, visual and sound perception.

Language Ability and Interpersonal Communication

Must have the ability to communicate effectively in both written and oral communication with co-workers, Executive Director, Board Members and the general public. Ability to establish and maintain an effective working relationship with Conservation Board, Executive Director, co-workers and other agencies, and the general public.

Environmental Adaptability

Regular exposure to temperature extremes according to the Iowa seasons. Frequent exposure to occupational hazards involved in operating a variety of mechanical equipment, hand and power tools in various maintenance/repair functions. Exposed to toxic agents, dust, odors, noise, vibrations, etc.

Butler County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourage prospective employees and position incumbent to discuss potential accommodations with the employer.