



**Job Title:** Field Crew/Facilities  
**Department:** Field Crew/Facilities  
**Status:** Full time

**Reports to:** Facilities Manager  
**Works with:** Field Crew/Equipment/Operations

**Job Purpose:** To maintain playing sites that are safe, clean and visually appealing for all KIDSPORTS stakeholders. To provide or coordinate regular, routine, and preventative maintenance and cleaning on the building and general grounds area. Work in collaboration with Facilities Manager & Facilities Staff with coordinating regular, routine, and preventative maintenance on vehicles and equipment, and maintain inventory of parts, tools, and maintenance supply items as directed. Provides Support and directs Seasonal Field Crew in field maintenance projects, and facility usage of KIDSPORTS game sites.

**Job Details:** Full time position. Hours are Monday-Friday 7:30am-4:00pm (30 min. Lunch), Occasional seasonal overtime and/or early mornings and weekends are required during peak seasons and for special event set-up.

**Duties and Responsibilities-Field (in collaboration w/other Field Crew Staff):**

- Prepare fields for youth sports games, to specific sizes, specs, and requirements.
- Maintain best safety practices for handling, lifting, moving and storage of all equipment and materials, proper use of straps, gloves and chains. Drive safely and courteously at all times.
- Ensure that vehicles are stocked with necessary field equipment for the assignments of the day.
- Inspects and maintains all field crew tool crates for each vehicle.
- When directed, communicate with school staff before performing maintenance on school grounds. Maintain a professional demeanor when interacting with school, city staff, and residents.
- Flag all sprinkler heads and valves before working on any field.
- Ability to utilize best judgment in respecting neighbors and property surrounding field sites.
- Clean up litter & debris on sites & Civic Park. Empty trashcans & replace trash bags at sites/Civic.
- Inspect portable restrooms at sites, and report any visible damage and/or cleanliness status.
- Communicate any unsafe field conditions, holes, excess water, property damage, etc.
- Clean vehicles as directed, store and lock all equipment and compound at the end of each shift.

**Duties and Responsibilities-Facilities (in collaboration w/Facilities Manager & other Facilities Staff):**

- Mows lawns and prunes shrubbery where needed.
- Help maintain Civic Park by cleaning parking lot, rest rooms, gyms and public spaces on a regular basis.
- Assist in other departments such as Equipment Room as needed.
- Performs routine building and motor vehicle and equipment safety inspections.
- Assists in specialized cleaning projects throughout the year.
- Helps perform cleaning, repair and painting projects internally and externally on buildings.
- Assist Facilities Manager in organizing & maintaining parts, tools, cleaning supplies and maintenance items.
- Maintains a clean and organized work area, Secures all tools/equipment in proper storage areas.
- Reports all known health and safety violations to the Facilities Manager.

**Knowledge, Skills and Ability:** Previous field maintenance experience preferred; ability to drive a stick shift vehicle and operate a tractor a plus; ability and understanding of how to utilize field equipment in a safe and practical manner necessary; basic mathematic skills helpful. Must be able to work without direct supervision.

**Qualifications:** Valid driver's license with a good driving record. All applicants must pass drug screen and criminal background check before hire. Able to lift or move safely up to one hundred pounds. Must be able available during scheduled shifts, including occasional Weekends during peak seasons.

**Working Conditions:** Work performed in outdoor settings, sometimes in inclement weather. Heavy to moderate lifting involved on a daily basis, up to 100 pounds. Must be able to prioritize multiple work assignment changes during any given shift.

**How to Apply:** If interested, please submit a Cover Letter along with a current Resume to [melissag@kidsports.org](mailto:melissag@kidsports.org) – or drop off in person at the KIDSPORTS office (2054 Amazon Parkway Eugene, OR 97405)