

**Incumbent:**

**Title:** Seasonal Lawn Care Manager

**Position:** Perform lawn maintenance and home renovation tasks for the Middlebury neighborhood.

**Compensation:** \$16.00 per hour

**Responsible to:** Housing Director

**Please Submit Application by April 6, 2018**

**Mission Statement:**

We exist to give worth, value, and dignity back to the communities of Akron. We fight to create thriving communities and flourishing individuals.

**Main Objective:**

To use your skills and abilities to manage a small crew in the maintenance of vacant parcels in the Middlebury neighborhood and provide construction support to the Housing Director. Primary job function is to provide lawn mowing and trash removal services to vacant parcels. This position is specified as seasonal and constitutes "at will" employment.

**Job Description:** Seasonal Lawn Care

**I. General**

- a. Grow The Well CDC's capacity to create home ownership in the Middlebury community through the execution of the City Lawn Contract.
- b. Aid in creation of and ability to maintain a schedule.
- c. Provide general maintenance to equipment.
- d. Provide maintenance on The Well CDC's facility and rental properties.
- e. Work toward long-term sustainability of the housing department.
- f. Understand and implement construction safety practices.
- g. Have a general knowledge of construction tasks or the ability to learn.

**II. Map & Identify**

- a. Log blighted properties as you are out in the community.
- b. Able to complete required documentation.
- c. Able to complete metrics to track efficiency.

**III. Rehab & Restore**

- a. Be able to work with and lead volunteers during larger community projects.
- b. Aid in the restoration of the physical image of the community through vacant lot care.
- c. Aid in the restoration of homes in the neighborhood.

**IV. Grow capacity and knowledge for healthy home ownership**

- a. Be able to communicate the broader mission of The Well CDC to community members when asked.

**V. Qualifications:**



- a. Have a valid driver’s license.
- b. Must be at least 20 years old.
- c. Have experience and/or display the ability to operate a zero-turn mower.
- d. Have experience and/or display the ability to operate a pick-up truck with a 16’ trailer.
- e. Physically able to spend long periods of time on a zero-turn mower.
- f. Have home remodeling experience.
- g. Able to lift 50 pounds.

**VI. Expectations:**

- a. Hours: Up to 40 hours per week.
- b. Willing to work evenings and weekends when necessary.
- c. Meet with your supervisor on a bi-weekly rhythm.
- d. Common Business Courtesy
  - i. Return phone calls and emails within 24 hours.
  - ii. Be on time to meetings, events and programs.
- e. Maintain a neat and organized work space, truck and trailer.
- f. Adhere to related staff policy and procedures.
- g. Assist with other Well staff or tenants when needed or asked.

I, \_\_\_\_\_ understand that I will be regularly evaluated based on the information laid out on this document and agree with the Executive Director of The Well CDC to commit to faithful stewarding over these roles. Signing below indicated that you have reviewed this job description with the Executive Director and understand the expectations for this position.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date