

Groundskeeper/Volunteer Coordinator (Seasonal)

Term	Full-time, five month term (May 1 – September 30)
Salary	\$19.56/hour
Reports to	Director of Maintenance

The Groundskeeper/Volunteer Coordinator will coordinate, oversee and work alongside a team of volunteers in maintaining the 40-acre CMU grounds at the Shaftesbury campus. The scope of responsibility includes managing a program of care for a significant number of new plantings (trees, shrubs, roses, sod) as well as for the existing landscape.

Responsibilities:

- Assist various CMU staff with the development of a cohort of volunteer grounds workers
- Assign and supervise work completed by volunteer grounds workers
- Inspect new trees and shrubs for disease, stress, insects and damage, and address as required
- Analyze and maintain adequate ground moisture for new plantings
- Coordinate a watering and over-seeding program for new sod
- Implement a tree-protection program, including installing tree guards and mulch rings
- In cooperation with the Maintenance Department, assist with trimming and mowing of lawns
- Operate and oversee operation of hand and power tools (eg tractor, utility four-wheeler with trailer, mower, trimmer)
- Clean and keep in good working order equipment and tools used in grounds maintenance
- Initiate and complete other grounds improvements, as volunteer help is available

Qualifications:

- A commitment to the Christian church and CMU's mission, purposes and programs
- Ability to coordinate, train and supervise volunteer grounds workers, including safe work practices
- Knowledge of proper care for plants, shrubs and lawn. Basic arborist skills are an asset
- Knowledge of the hazards and safety precautions applicable to groundskeeping work
- Ability to safely operate and oversee safe operation of hand and power tools
- Knowledge of landscaping techniques and practices is an asset
- Knowledge of proper care for roses is an asset
- Knowledge of environmentally-responsible lawn care methods is an asset
- Knowledge of Integrated Pest Management is an asset
- Valid driver's license

Inquiries should be directed to Dianna Robson, Director of Human Resources at 204-594-0532. Applications will be accepted until this position is filled. Applicants should send a resume along with the names of three references, in confidence to:

hrdirector@cmu.ca

or

Director of Human Resources
Canadian Mennonite University
500 Shaftesbury Blvd.
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