



JOB TITLE: Landscape Manager
DEPARTMENT: Facilities
SUPERVISOR: Facilities Director
FLSA STATUS: Non Exempt

MAJOR PURPOSE:

The Landscape Manager is primarily responsible for university landscape and systems, including trees, shrubs, turf, irrigation, and all other plant life. Oversight of the landscape includes managing vendors in addition to in-house staff. As a member of the Facilities team, the Landscape Manager serves to support the larger goals of the University by providing landscaping expertise for various building related expansion and maintenance projects.

Due to the nature of the work, this position requires significant attendance in person/on campus with off campus work options as agreed upon with supervisor.

The pay range for this position is generally \$55,000 to \$65,000 annually. Individual pay is generally determined by a number of factors including job-related skills, experience, relevant education or training and location

ESSENTIAL FUNCTIONS:

- Design and maintain campus landscape, irrigation systems, and agronomic plans.
- Develop and implement plans to reduce water waste and improve the overall sustainability of the landscape and perform maintenance on irrigation and drainage systems.
- Manage irrigation systems, solar syncs and audits.
- Provide safety training and ensure that safety procedures are followed for all equipment used.
- Oversee maintenance and repair of motorized and other mechanical landscaping equipment.
- Inspect entrusted areas frequently to ensure quality and performance.
- Supervise and perform chemical applications.
- Manage landscaping budget and purchase equipment and necessary supplies/materials.
- Manage weed abatement programs for entrusted areas.
- Establish and maintain vendor relationships.
- Hire, supervise, train and mentor landscaping employees, including student employees.

QUALIFICATIONS

EDUCATION/CERTIFICATIONS:

- Bachelor's degree in a related area preferred

REQUIRED KNOWLEDGE:

- Turf and ornamental bed care; landscaping design and aesthetics

SKILLS/ABILITIES:

- Ability to plant, prune, and care for plants.
- Ability to manage landscaping equipment
- Ability to operate and calibrate chemical application equipment.

- Knowledge to develop and implement plans to reduce water waste and improve the overall sustainability of the landscape.
- Ability to build and maintain a landscaping team.
- Expertise to manage the budget, orders, and inventory.
- Ability to work both independently and also as part of a team,
- Ability to manage multiple projects and priorities and the flexibility to shift focus as needed.
- Ability to teach landscape skills and supervise staff, including student staff

WORKING ENVIRONMENT:

The employee agrees to promote the values and mission of Jessup University as a private Christ-centered University and live a life consistent with biblical principles. The employee shall conduct himself/herself in a manner consistent with the Community Covenant and Statement of Faith. Additionally, the employee may play a formative role in the spiritual lives of students in a manner consistent with the Community Covenant and Statement of Faith. This may include leading devotions and/or spiritual formation groups and seeking other opportunities consistent with a biblical spiritual formation role.

WORKING CONDITIONS:

The employee will spend time in a variety of conditions including prolonged periods of exposure to the elements, which will include extreme heat, sun, and inclement weather. The employee will occasionally be in a typical, air-conditioned office environment with adequate light; moderate noise levels; and tile, concrete, carpeted floors, courts with hardwood floors, concrete floor warehouse, and outdoor grassy areas. Hazardous chemical use is required at times.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION:

While performing the duties of this job, the employee is regularly required to talk or hear and frequently required to stand, walk, sit, and use hands to handle tools, computers, and phones; reach with hands and arms; stoop, and kneel. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 60-80 pounds and regularly handles large pieces of industrial landscape equipment. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The above statements and job description is intended to describe the nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties and tasks. Other similar or additional duties are to be performed or assigned. Job descriptions are not intended as and do not create employment contracts. Jessup University maintains its status as an at-will employer. Employees may be terminated for any reason not prohibited by law.

I acknowledge I have reviewed the content of this job description and understand that if I have any physical limitations or require any reasonable accommodations in order to perform my job, I must immediately inform administration.

Employee Signature

Date