Esplanade Association

POSITION DESCRIPTION: Grounds Maintenance Specialist

JOB TITLE: Grounds Maintenance Specialist
DEPARTMENT: Horticulture
REPORTS TO: Horticulture Manager
POSITION STATUS: Full-time, exempt

POSITION OVERVIEW: The Esplanade Association (EA) is seeking an experienced Landscape Professional with a strong turf care background to provide direct support to EA’s in-park Horticulture Program by providing care and maintenance of landscape areas including hardscapes, gardens, lawns, trees, shorelines, playgrounds and architectural features. The Grounds Maintenance Specialist will work under the general supervision of the Horticulture Manager, and with other horticulture staff, program staff, and volunteers to perform their duties.

The Grounds Maintenance Specialist position requires the ability to recognize and adhere to best Horticultural practices in an urban park setting, including but not limited to, knowledge of plant identification, soil health, organic landscape practices, pruning, cultivation techniques, and general maintenance. In addition to routine horticultural duties, the position requires supporting in-park volunteer groups throughout the season.

About the Esplanade Association (www.esplanade.org):
The Esplanade Association (EA) is a 20-year-old non-profit dedicated to revitalizing, enhancing, programming, and maintaining the historic Charles River Esplanade in downtown Boston. The Esplanade is a 64-acre park revered for its natural & cultivated beauty, riverfront access, miles of populated running trails, and thoughtful programming. In the last few years, EA launched the Lasting Esplanade Arbor Fund (L.E.A.F.) Initiative, curated three public art murals and a winter illumination experience at the Hatch Shell, produced roughly 70 high-quality events, and much more. It’s an exciting time to join a growing team at a small, visible, and successful non-profit!

RESPONSIBILITIES:
- Identify, diagnose and treat insect, disease, and cultural issues on EA maintained turf areas.
- Develop a turf management plan that adheres to Integrated Pest Management (IPM) practices.
- Service and maintain all irrigation systems for all gardens and turf fields within the park EA manages.
- Perform thorough maintenance on machinery, equipment and systems. Servicing of all small equipment - mowers, blowers, chainsaws, string trimmers, etc.
- Work closely with supervisor to carry out prioritized park landscaping, maintenance and improvement projects and needs, including:
  - Irrigating plantings as needed, and maintaining irrigation systems at selected sites;
  - Carrying out soil testing and monitoring compaction; adapt organic procedures as soil data dictate.
- Monitoring, maintaining, caring for, and planning for the installation, care and/or replacement of the park’s tree, shrub, and herbaceous collections.
- Maintaining park benches, chairs and other fixtures as needed.
• Communicate as necessary with DCR staff on both on-going issues (construction projects, events, maintenance, safety, etc.) and ad hoc issues (fallen tree limbs, graffiti, animals, repairs, etc.).
• Actively assist Horticulture Manager in the development and implementation of a park-wide IPM and Horticulture Plan.
• Work with the Volunteer Manager on volunteer group projects, provide volunteers with instruction and oversight on planting, invasive plant species removal, maintenance practices and safety issues.
• Manage special projects related to horticulture/green infrastructure/freshwater/invasive plant management.
• Collaborate with marketing staff by sharing information/pictures for website, publicity and education.
• Assist Horticulture Manager with presentations on horticultural topics to board members and key stakeholders.
• Attend meetings (public + internal) pertaining to public development, horticulture, and freshwater issues.
• Assist Horticulture Manager in research, contribute to and/or write grants as appropriate.
• Prepare reports and other materials for board meetings as directed.
• Assist Horticulture Manager with the development of horticulture/maintenance budgets.
• Assist in supervising summer interns, volunteers and others.
• Manage and interpret soil data; create databases for monitoring annual soil health trends.
• Prepare and submit weekly updates.
• Maintain a variety of records, including inventory of native and invasive species, plantings, etc.
• Manage and update tree inventory, labeling and mapping in ArcGIS and other databases.

Qualifications:
• Bachelor or Associate degree in Horticulture or a related field or 3+ years of horticulture field and turf care experience required.
• Proficiency in installation and maintenance of irrigation systems required.
• Strong plant identification skills required.
• Must possess a valid Massachusetts driver’s license that is in good standing at time of appointment and for duration of employment.
• Must hold and maintain a Massachusetts pesticide applicators license with ability to obtain a Massachusetts Pesticide Commercial Certification (category 37) within 6 months.
• Massachusetts Hoisting engineer license 2B a plus.
• Demonstrated experience in, and knowledge of, vehicle and equipment maintenance and repair.
• Demonstrated ability (or clearly demonstrated capacity) to effectively work with volunteers.
• Ability to safely operate and/or drive a variety of light and heavy equipment.
• Excellent written, verbal, organizational, and interpersonal skills and the ability to build strong professional relationships.
• Computer proficiency.
• Ability to work independently or with a group and a proactive approach to problem solving.
• A love for public parks and appreciation for the management of a dynamic, historic public space.
• Interact with colleagues and Park patrons in a courteous and professional manner with a commitment to a positive public experience.
• Must be able to work outside in all types of weather and bend, stoop, reach, carry up to 50 lbs., crawl, climb, and lift as necessary to carry out duties.

Compensation:
• Salary is commensurate with experience.
• Paid Time Off, Health, Dental, Health Saving Account, 403(b), and Commuter benefits are available.

Logistics:
• Work hours are Monday through Friday, 7am to 3pm, and occasional weekend days will be required.
• Flexibility is required to accommodate evening and weekend events and an occasional holiday.
• Participate in signature organizational events and meetings, which may include but not be limited to staff, Board, volunteer, fundraising, and programming activities as assigned
• Applicants are subject to Criminal Offender Record Information (C.O.R.I) check.

Application Process:
• Please email cover letter and resume to: jobs@esplanade.org with the Grounds Maintenance Specialist job title in the subject line.
• Cover letter must answer to this question: “What is one of your favorite public spaces and why?”
• Each file name should include applicant’s last name.
• No phone calls, please.

The Esplanade Association is an Equal Opportunity Employer and greatly encourages candidates of all backgrounds to apply. Diversity of opinions, experiences, and backgrounds is a key and valued component of our work to promote a welcoming, accessible, and inclusive experience on the Esplanade through an organization that is itself diverse and inclusive.