



St. Theodore Guerin High School
15300 Gray Road
Noblesville, Indiana 46062

Telephone 317-582-0120
Fax 317-219-0582
guerincatholic.org

EMPLOYMENT OPPORTUNITY

Grounds and Athletics Field Supervisor

Reports to: Director of Operations

FLSA Overtime Status: Exempt: Not Eligible

Primary Job Functions

To care for, maintain, and oversee all GCHS grounds including athletic fields. Establish and implement grounds/landscape development and maintenance goals, policies and procedures to ensure fields are safe, playable, and aesthetically pleasing. Ensure that all GCHS Athletic fields adhere to relevant regulations, guidelines, and standards of the IHSAA.

Minimum Qualifications and Credentials Required

1. **Educational Requirements:** Bachelor's degree in Turf Science and Management, Agronomy, Plant Science, Horticulture, or an equivalent discipline.
2. **Possess Skills and Knowledge:** Advanced knowledge of agronomy and environmental turfgrass management practices including pest/disease/weed management; an understanding of soil chemistry; working knowledge of sports field construction principles, practices and methods; and a thorough understanding of the sports governing bodies' requirements for field layout and marking.
3. **Experience:** At least one-year turf experience or a related field preferred.
4. **Certification:** Certified Sports Field Manager (CSFM), and an Indiana Cat 3b applicators license.
5. **Other:** Strong communication skills with the ability to verbally communicate at a level that ensures productivity and quality of work. Ability to develop effective and collaborative working relationships. Must have a telephone and be willing to accept emergency calls at any hour. Must have a neat and clean appearance. Must be punctual, dependable, and conscientious. Must have a valid driver's license.
6. Possess respect for Catholic School teachings.
7. Able to honor and maintain confidentiality.
8. Able to pass and maintain Diocesan child safety protocols.

Essential Functions

1. Manage and maintain school grounds, sports fields, and facilities.
2. Manage and maintain field management equipment and supplies.
3. Manage and maintain irrigation systems.
4. Develop and implement plans for the successful maintenance of all grounds and athletic fields.
5. Plan, oversee, and project-manage major athletic grounds and fields renovation projects, as assigned; schedules, facilitates, oversees, and quality controls reconstruction activities, including the work of external contractors.
6. Supervise assigned personnel, which includes assigning work, work allocation, training, and problem resolution; evaluating performance and making recommendations for personnel actions; motivating employees to achieve peak productivity and performance.
7. Assist with the development and management of grounds and athletic fields budget.
8. Coordinate setup and conversion of grounds and athletic fields during special events.
9. Restore fields damaged by weather, use, or other conditions to a level commensurate with that expected of the IHSAA and first-class athletic programs.
10. Snow removal as needed.
11. Attend training and continuing education events.
12. Perform other job-related duties as assigned.
13. Be an example of exemplary adult behavior for students.
14. Project a genuine care and concern for all students.
15. Other duties as assigned by the Director of Operations.
16. Comply with all Guerin Catholic policies, guidelines, procedures, and protocols.

Application Procedure

Interested and qualified candidates are asked to submit a letter of interest, résumé and a diocesan application.

All documents should be emailed to: apply@guerincatholic.org. Applications will be accepted until the position is filled.