

**SNOQUALMIE VALLEY SCHOOL DISTRICT
JOB DESCRIPTION**

Job Title: **Stadium/Athletics Complex 1 & 2**

Reports to: **Director of Operations**

Directed by: **Director of Operations**

Work Year: **260 days**

FLSA Status: **Non-Exempt**

Classification: **Classified-PSE**

Supervises: **None**

Salary: **As Stated in Schedule**

In PSE Salary Schedule: Stadium 1 = Groundstodian, Stadium 2 = Maintenance 1

Position Summary: This position represents the interest of the District in Athletic Complex rentals: Opens/closes; supervises events and rentals of the District Athletic Complex, primarily on evenings and weekends.

Qualifications Required Stadium/Athletics Complex 1:

- Possess a valid Washington State driver's license, be able to drive, and qualify under the District's insurance carrier when driving a District vehicle.
- High School Diploma or GED/equivalent.
- Experience working with the public.
- One or more years of experience in building, grounds, and landscape maintenance.
- Available to work flexible hours.
- Detail oriented; possess strong initiative and excellent organizational skills.
- Demonstrated effective oral and written communication in the English language, including correct grammar and spelling usage.
- Legally eligible to work for any employer in the United States of America as verified by Form I-9.
- Successful Washington State Patrol and Federal Bureau of Investigation fingerprint clearance.

Qualifications Required Stadium/Athletics Complex 2:

- All of the above AND
- Demonstrated high degree of skill and knowledge of a journey level trades worker in maintenance areas including the proper use and care of appropriate tools and equipment.
- One or more years prior successful commercial and residential maintenance experience.

Qualifications Desired:

- Previous experience in a public school setting or related learning/development environment.
- Some experience enforcing rules and regulations with the public.
- Familiarity with work order management system and/or facilities scheduling software.

Essential Functions and Responsibilities Stadium/Athletic Complex 1:

1. Maintains the Athletic Complex and grounds.
2. Cleans up before, during, and after events and rentals, including cleaning restrooms and stands, and emptying all garbage cans.
3. Enforces Athletic Complex rules and regulations.

4. Opens facility for use, secures after use.
5. Performs landscape maintenance in and around the Athletic Complex.
6. Competently operates all equipment, tools, and vehicles necessary to perform the assigned duties.
7. Exercises independent judgement in appraising a problem and selecting a suitable solution, and freely consults with supervisor on changes as needed.
8. Assists grounds and maintenance duties District-wide.

Essential Functions and Responsibilities Stadium/Athletic Complex 2:

1. All of the above AND
2. Responds to evening and weekend building emergencies districtwide.

Nonessential Skills and Experience:

1. Performs other duties as assigned. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Success Factors/Job Competencies:

1. Demonstrated ability to meet or exceed the Essential Functions and Responsibilities of this position.
2. Demonstrated ability to maintain confidentiality of student data, IEP, and health information per FERPA and HIPAA requirements.
3. Demonstrated ability to interact tactfully and positively with students, staff, and parents and maintain effective working relationships with a variety of people.
4. Demonstrated professionalism through conduct, punctuality, and minimal absences.
5. Demonstrated ability to adapt to a variety of working situations and learn new skills.
6. Demonstrated ability to follow oral and written directions, yet exercise independent and appropriate judgment.
7. Demonstrated strong initiative and self-motivation.

Physical Demands and Work Environment: The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- *Physical Demands:* Majority of the time outside with maintenance/cleaning, also helping visitors; handling blowers, weed eaters, scrubbers, and other power equipment; reach with hands or arms, balance, stoop/bend, talk, hear; ladder work; may lift up to 50 lbs.
- *Work Environment:* Outside, inclement weather, stairs and concrete with occasional high noise level.

Performance Standards: The person in this position will be evaluated annually in accordance with the provisions of the district policy on evaluation of classified employees.

Approval/Revision Date: August 2025

General Sign-off: The employee is expected to adhere to all Snoqualmie Valley School District policies and procedures.