



OPEN SPACE COMMANDER
Reports to: Community Operations Manager
Classification: Non-Exempt
Salary Range: \$24.00 - \$28.00

POSITION SUMMARY:

The Cordillera Metro District Open Space Commander is responsible for the maintenance and repairs of trails, park areas, and river parcel grounds within Cordillera. The person in this role operates and has general knowledge of different types of manual and power tools. The Open Space Commander observes safety procedures, reports potentially unsafe conditions, and adheres to security guidelines. During the winter season, this position is part of a team that is responsible for snow packing/grooming of trails, plowing and shoveling throughout the community.

WHAT YOU WILL DO:

- Schedule work activities
- Operate equipment including light duty dump truck, plow truck, ATV, snowmobile, weed whips, deck/push mower, chainsaw, both the backpack and ATV chemical applicator
- Use equipment, tools, and materials for job-specific purposes
- Work as part of a team building new mountain bike trails up to 7 miles long
- Complete the following summer season trails, park, and river parcel maintenance duties:
 - Repair safety hazards on trails, park areas, and river parcels
 - Visually inspect trails, trail signs, and park areas including park equipment, benches, and picnic tables; pick up trash
 - Clear, cut, and trim shrubs and trees along trails
 - Perform mechanical, chemical, and manual control of weeds along trails or within park areas and river parcels
 - Maintain park equipment and perform any cleanup of the recreation areas or buildings
- Complete the following winter season trails, park, and river parcel maintenance duties:
 - Pack snow on trails
 - Plow and shovel
 - Works on other winter projects as time allows
- Be flexible to address frequent changes, delays, or unexpected events
- Maintain a positive work atmosphere by acting and communicating in a manner that promotes professional interactions with customers, co-workers, and managers
- Observe safety and security procedures; determine appropriate action beyond guidelines; report potentially unsafe conditions; use equipment and materials properly
- Work closely with others in the Community Operations Department

SUPERVISORY RESPONSIBILITIES:

This position has no supervisory responsibilities.

REQUIRED SKILLS & CERTIFICATIONS:

- Valid U.S. driver's license and good driving record last 5 years
- Ability to read and interpret simple instructions, short correspondence, and memos
- Effective written and verbal communication skills
- Basic math skills; able to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Sound judgement skills, with the ability to apply common sense understanding to carry out uninvolved written or oral instructions
- The ability to obtain other certificates related to this field as required

REQUIRED EDUCATION & EXPERIENCE:

The Open Space Commander has a high school diploma or the equivalent, or 1 year or more related experience and/or training, or an equivalent combination of education and experience.

POSITION TYPE & WORK EXPECTATIONS:

The Open Space Commander position can be a full-time, year-round, 40 hours per week with seasonal overtime required or a summer/fall seasonal position. Workdays are Monday through Friday in the winter, and four 10-hour days per week in the summer.

TRAVEL:

The Open Space Commander occasionally travels with overnight stays for education and seminars.

WORKPLACE ENVIRONMENT:

The Open Space Commander is regularly exposed to outside weather conditions including extreme cold and heat; and frequently exposed to wet and/or humid conditions. The workplace includes moving mechanical parts; fumes or airborne particles and vibration; high precarious places, and toxic or caustic chemicals. The noise level in this work environment is usually moderate. High-altitude environment precautions are necessary.

The environmental conditions are 20% inside and 80% outside, including occasional wet and/or humid conditions. The workplace includes noise with estimated maximum of 110 decibels (dB), number of decibels 70 dB, with a duration of 10 hours per day and frequent vibration. It also includes exposure to occasional atmospheric conditions including fumes, odors, mists, gases, and poor ventilation. Frequent atmospheric conditions include dusts.

PHYSICAL DEMANDS:

The Open Space Commander must have the physical ability to sit 10%, stand 50%, and walk 40% of time spent in each activity. The person in this position must be able to hike up to 3-5 miles per day over various levels of terrain and must be able to lift, carry, push, pull up to 100 pounds. This role requires occasional climbing, stooping, kneeling, crouching, crawling, reaching, handling, fingering, feeling, tasting/smelling, talking including ordinary and other; hearing including ordinary, conversation and other; and seeing near and far acuity, and accommodation. This role requires frequent seeing including depth perception, color vision, and field of vision, and constant balancing.

EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY:

The Cordillera Metro District provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, The District complies with applicable state and local laws governing nondiscrimination. This policy applies to all terms and conditions of employment including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

OTHER DUTIES:

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are intended only to describe the general nature of the job. Other duties are as assigned.

SIGNATURES:

This job description has been approved by all required levels of management:

General Manager: _____ Date: _____

HR: _____ Date: _____

I have read and understand the job requirements, responsibilities and expectations set forth in the job description provided for my position. I attest that I am able to perform the essential job functions as outlined with or without any reasonable accommodations.

Employee: _____ Date: _____