



## Maintenance Assistance

Administrative Staff

### Wage

Base Starting: \$50/hr. depending upon qualifications

Raises: Maximum of 2.5% of the base per year based upon BOD review and approval

Bonuses: Maximum of 10% of the base per year based upon BOD review and approval

Term: 1 year

### Qualifications

General: Prior experience with field lining and soccer field maintenance and/or a willingness to learn.

Managerial: Knowledge and understanding of mechanisms and systems for field upkeep and activities preparation.

Qualities: Self-motivated. Organized with attention to detail. Good interpersonal skills and demeanor. Ability to work with facility owners and their maintenance staff.

Requirements: Vehicle to transport field lining and other sports equipment.

### Role Responsibilities

Administrative:

1. Communicate and collaborate with the Director of Field Operations and BOD regarding maintenance, supplies and replacement needs
2. Monitor facility and field conditions, including bathrooms and status of field equipment, on a weekly basis and report to the Director of Field Operations

Managerial:

None

Field:

1. Paint, re-paint and periodically re-line fields as needed. Focus is on grass fields used by the club.
2. Plan for maintenance and replacement needs
3. Replace field equipment (goal nets, corner flags etc ) as needed.
4. Assure fields are prepared for match play on Friday before weekend matches, including goals in the correct places.

### Demand Expectation Estimate

Administrative: 1 - 2 hours weekly

Managerial: 0 hours weekly

Field: 1 - 7 hours weekly

Range Total: 2 - 9 hours weekly, varies per club activity levels with highest demand in Fall and Spring seasons

