



JOB TITLE	Grounds Keeper
VERSION DATE	August 2025
MINISTRY/DEPARTMENT	Facilities and Grounds
APPROVED HOURS	20-25 hours/week April - October; 10 hours/week November - March
REPORTS TO	Facility and Grounds Manager
SALARY RANGE	\$17-\$18 per hour
CLASSIFICATION	Hourly - Non Exempt

JOB SUMMARY

The Groundskeeper is responsible for the ongoing care and maintenance of the church's exterior property and grounds. This includes lawn care, landscaping, irrigation oversight, seasonal clean-up, minor repairs, and ensuring walkways and parking areas are safe and presentable. This role supports church operations by providing a well-maintained campus that reflects care, order, and hospitality.

As staff members, we collectively act as proponents for encouraging individuals to embrace a lifestyle as cherished apprentices of Jesus. This is achieved by nurturing the five elements specified in our focus statement: engaging with Jesus, understanding the teachings of Jesus, practicing the works of Jesus, collaborating with Jesus, and extending invitations to others.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Maintains the grounds to enhance and adequately sustain the church property, providing a safe, clean, welcoming, and non-distracting environment.
- Plants, cultivates, trims all plants, shrubs, flowers, and trees.
- Cuts and lays sod.
- Perform maintenance and safety checks on all assigned equipment as required.
- Mows and trims lawns and fields.
- Partners with Grounds Superintendent in sprinkler maintenance, operation, and repair.
- Operates various power equipment, such as, but not limited to: lawn mowers, power sweepers, tractors, stump cutters, snow plows and other landscape equipment of the like.
- Operates a variety of types of small and light hand tools, including clippers, hedge trimmers, weed trimmers, paint spray gun and other related equipment.
- Performs routine road, parking lot and road sign maintenance and repair; cleans and maintains paved areas, paths, and walkways, and performs light facility maintenance.
- Performs snow removal and ice mitigation.



NON-ESSENTIAL DUTIES/RESPONSIBILITIES

- Other duties and projects as assigned
- Attend weekly staff meetings when applicable

QUALIFICATIONS

- The minimum requirement is a high school diploma or equivalent.
- Must be in good physical shape and able to lift, on occasion, up to 50 lbs. Requires a full range of physical motion to operate manual, electrically-powered and/or gasoline-powered groundskeeping equipment and machines. Requires the ability to access facilities and areas which may only be accessible by climbing stairs or by climbing ladders to a height of 20 feet (e.g. tree trimming). Able to work in cold and hot temperatures as needed.

WORK EXPERIENCE

Some landscape construction or maintenance background is preferred, but not required.

SKILLS

- Provides a positive example in all work environments.
- Ability to work alongside other staff members and volunteers.
- Exhibits great personal and verbal communication skills.
- Positive attitude and professionalism are a MUST.
- Attunes oneself to prioritization of tasks and jobs to be accomplished.
- Capability to work independently and receive instruction when necessary.
- Ability to navigate and use basic computer functions, including email and other internet functions.

WORK SCHEDULE

The standard work schedule from April through October is 20 hours per week, Monday through Thursday; daily hours are flexible. From November through March, 10 hours per week (2-5 hour shifts), need to be available for possible snow removal if necessary.

If you're interested in this position, please email Brad your intention to apply, followed by submitting a résumé and cover letter, if available, by March 9, 2026, to Brad Cummins (bradc@canyonviewchurch.com). We look forward to reviewing your application!