



CHEROKEE METROPOLITAN DISTRICT

Internal/External Job Posting

Job Title: Parks Part-time/Seasonal Staff

Open Date: April 16, 2025

Posting No.: 2025-06

Close Date: UNTIL FILLED

Hiring Range: \$14.81-\$15.00 PH

Job Description:

Park maintenance seasonal staff will work directly with the Parks Maintenance Lead to ensure proper care of the parks and medians of the Cherokee Metropolitan District. They will also ensure the proper use of the equipment used to maintain the parks, medians and open space maintained by District Staff. This includes daily maintenance and care of the facilities, the dog parks and can include renovations and improvements planned and designated for completion.

Principal Duties and Responsibilities (Essential Functions):**

- Assist Park Lead in the daily maintenance of our parks, medians, and open space areas, including but not limited to:
 - Daily mowing and turf maintenance.
 - Assigned weeding, trimming, and raking as needed.
 - Basic irrigation system maintenance.
 - Safely trailering, loading, and unloading equipment from storage areas to and from parks, medians, and open space areas.
- Assist leadership and coworkers in completing other projects as needed.
- Inspecting park grounds, trails, open space, and facilities to determine need or extent of repairs after weather events.
- Effective communication skills. You'll likely be approached by citizens of the District while you are out in the District performing your regular duties.
- Great time management and organizational skills.
- The potential for weekend and holiday duty exists for special events, cleanup of rental facilities and snow removal.
- If there is unassigned time, the potential exists for cross-training in other departments of The District.

Supervision Received:

All part time Parks staff reports directly to the Parks Lead. All staff of the district also report indirectly to the General Manager of Cherokee Metropolitan District.

Required Skills:

- Valid Driver's License
- The ability to lift 30-50 lbs.
- Being able to work outdoors in all the weather conditions Colorado has to offer.



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Preferred Skills:

- Prior maintenance experience.
- Knowledge of irrigation equipment.
- Knowledge of maintenance equipment, including mowers, trimmers, tractors, and heavy equipment.
- Strong work ethic.
- Good communication skills.
- A willingness to learn and be a part of a team.

Additional Information:

FLSA Status: Part Time/Seasonal

Supervisory Classification: No

This job description is not intended to list every function of the position, does not constitute an employment agreement, and is subject to change. It is not intended to limit management's rights to assign, direct and control the work of employees under their supervision.

Work is performed outside. Work requires significant walking on a regular basis. Work often can call for lifting, pulling, or pushing of items weighing 50 pounds or more. The operator may be subjected to working near mechanical parts and in all outdoor weather conditions. The operator may be exposed to fumes and toxic chemicals.

To ensure the safety of the public and reduce the risk for loss, background screenings and pre-employment drug testing are completed on applicants selected for employment. This position is subject to a screening process including but not limited to criminal history search, reference check, degree and employment verification, motor vehicle record check and ongoing, random drug screening.

Interested applicants should submit an application and resume to Human Resources, **no later than 5:00pm on the close date**. Applications are available online at www.cherokeemetro.org or by contacting Human Resources Administrator, Connie Hughes (chughes@cherokeemetro.org). Applications are also available at the District's office located at 6250 Palmer Park Blvd. Résumés will not be accepted in lieu of an application.

** To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the way they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.

The Cherokee Metropolitan District is an Equal Opportunity Employer