

Position Description

Campus Supervisor

St. Paul Lutheran Church, Davenport, Iowa

Individual: _____

Employment: Part-time
20 hrs/week (April 1 – October 31)

Reports to: Operations Director

Position Objective: Oversee and maintain the 5-acre grounds of the St. Paul campus as a beautiful place of welcome and community use.

Core Competencies: Willingness to work in a variety of weather conditions
Basic lawn and gardening knowledge
Plant knowledge

Essential Responsibilities:

- Oversee and ensure completion of all exterior lawn care, mowing, and minor landscaping tasks (e.g. trimming of shrubs)
- Recruit, oversee, coordinate, and support volunteers and volunteer groups (Soil Stewards, Environmental Team, etc.) to help maintain the appearance of the campus
- Coordinate with building supervisor about machinery maintenance needs
- Manage weed control, fertilizer, basic landscaping of the Memorial Garden, parking lot green spaces, watering, mulch, rock, seeding, and mowing
- Pick up litter and trash
- Make occasional trips for gas, compost delivery, or lawn/garden materials.
- Support role with Tapestry Farms and community garden

Desired Characteristics:

- Coordination of volunteers
- Self-motivated
- Strong work ethic
- Communicates well
- Dependable
- Well-organized
- Team player
- Positive attitude