Assistant Director of Sports Turf

**Definition of Class**
This is a supervisory position in which the incumbent plans and supervises the maintenance of all athletic sports turf at the University, to ensure proper conditions are maintained for practice and competition in football, baseball, track, soccer, and softball. The incumbent also ensures that quality appearance of the athletic grounds and oversees the daily operations of the athletic grounds personnel. The incumbent reports to the Associate Director for Facilities and Sports Turf.

**Examples of Work Performed**

Plans, coordinates, and manages athletic sports turf with regular schedules for mowing, herbicide-pesticide application, fertilization, irrigation, and other athletic sports turf practices.

Performs and supervises maintenance and repairs of athletic sports turf equipment, along with establishing maintenance records and preventive maintenance records.

Reviews and evaluates procedures and recommends methods for increased efficiency and cost reductions.

Assists in preparing budgetary recommendations and requisitions and submits necessary reports and documents.

Assists in administering departmental budget for Athletic grounds.

Supervises, trains, directs, and evaluates performance of subordinate employees. Responsible for the hiring and firing of Athletic grounds personnel.

Serves as visiting team liaison for athletic events and contractual personnel for all events in the football stadium including, but not limited to, security, lodging, and scheduling the time and location for practices.

Assists in the establishment of long-range plans and objectives for athletic grounds and prepares proposals and specifications for improvement and renovation of existing athletic grounds.

Assists the Associate Director for Facilities and Sports Turf with capital projects as needed.

Serves as the facility manager for the football stadium including the suite/club levels and monitors security on a daily basis.

Ensures all assigned tasks are in compliance with University, SEC Conference, and NCAA rules.

Performs similar or related duties as assigned or required.

**Essential Functions**
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Plans, coordinates, and manages athletic sports turf for practice and intercollegiate competition.
2. Performs and supervises maintenance and repairs of athletic sports turf equipment.
3. Assists in preparing budgetary recommendations.

4. Supervises and directs the work of subordinate employees.

5. Assists in developing and overseeing maintenance and enhancement projects for athletic fields.

**Minimum Qualifications**
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi’s Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

- **Physical Exertion:** The incumbent may be required to lift up to approximately 100 pounds.

- **Vision:** Requirements for this job include close vision.

- **Speaking/Hearing:** Ability to give and receive information through speaking and listening.

- **Motor Coordination:** While performing the duties of this job, the incumbent is frequently required to stoop, kneel, crouch or bend; reach with hands and arms; use hands to finger, handle or feel, objects, tools or controls; stand; and walk. The incumbent is occasionally required to sit; and climb or balance.

**Experience/Educational Requirements:**

- **Education:** Bachelor's Degree from an accredited four-year college or university.

AND

- **Experience:** Three (3) years of experience related to the above described duties.

**Substitution Statement:**
Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

**Background Requirements**
This position requires a background check upon hire.

**Interview Requirements**
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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*The University complies with all applicable laws regarding equal opportunity and affirmative action and does not unlawfully discriminate against any employee or applicant for employment based upon race, color, gender, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, veteran status, or genetic information. The University of Mississippi is an “at will” employer. This job description does not constitute an employment contract or negate “at will” employment*