



## POSITION ANNOUNCEMENT

### SEASONAL PARKS, OPEN SPACE, RECREATION AND MANSION POSITIONS

Pay Range: **\$10.00 to \$15.00** per hour depending on experience.

*We'd love to have you join our proud team at the Highlands Ranch Metro District. Who are we? We make the parks beautiful, we preserve history at the Mansion, we make the landscape shine along our streets, we provide outdoor sports and activities and we make the open space exciting and the trail system fun. There are several jobs to choose from with varying schedules but, unlike most other seasonal positions, you get to work with enthusiastic people in the beautiful, outdoor setting of Highlands Ranch. Upon joining our team you can expect to work hard, be collaborative, make new friends, laugh, develop new skills and most of all – have a rewarding experience.*

There are approximately 50 seasonal positions available from February through November. Temporary employment period ranges from twelve (12) weeks to forty (40) weeks. Most of these positions work forty (40) hour work weeks with a wide range of hours including nights and weekends. Flexible scheduling may be accommodated depending on assigned workgroup and pre-employment approval by Supervisor.

Primary duties of our seasonal positions vary greatly, so please reference specific workgroups and associated duties on following pages. Work schedules and employment timeframes are generally referenced and subject to change upon notice. If you don't see a schedule that fits your needs, don't hesitate to seek more detail or ask about alternative schedules that may be available.

**All applicants** must be dependable and have a strong desire to be a team player. Our seasonal positions are highly valued and help us continue providing the Highlands Ranch community with outstanding programs and services. Unless otherwise noted, all applicants must be at least eighteen (18) years old at time of employment, have a valid Colorado driver's license and acceptable Motor Vehicle Record to apply. A high school diploma or GED equivalent is also required for applicants 18 and older. Pre-employment drug screening and background checks, including driving record, will be conducted.

Please submit your application to Highlands Ranch Metro District, Human Resources, 62 West Plaza Drive, Highlands Ranch, CO 80129. (303) 791-0430 Application is available on our website at [www.highlandsranch.org/jobs](http://www.highlandsranch.org/jobs). **Please indicate your job preference on your application.** See the following pages of this job posting for a complete listing of positions available.

Applications will be accepted until all positions have been filled.

## SEASONAL EMPLOYMENT OPPORTUNITIES

### ***Parks Maintenance***

**Schedule:** 4 10-hour shifts, Mon-Fri, **Start time:** 6:30 a.m., April – November

**Cultural Practices:** All aspects of turf care including aeration, fertilization, top dressing, weed control and seed/sod work.

**Horticulture:** Involves building, planting, maintenance and weed control of flower/shrub beds.

**Mowing:** Involves mowing, trimming, edging, blowing and equipment maintenance.

**Redstone Park:** Involves general maintenance at Redstone Park including mowing, horticulture, sprinkler repair and turf care.

### ***Park Services/Sports Fields***

**Schedule:** 4 10-hour shifts, Mon-Sun, **Start time:** 6:30 a.m., February – November

**Park Services:** Involves cleaning and upkeep of park shelters and facilities; contact and interaction with park visitors.

**Sports Fields:** Field preparation and layout for sports programs.

### ***Urban Forestry***

**Schedule:** Typically 9-hour shifts, Mon-Fri with alternate Fridays off **Start time:** 6:30 a.m., March – Nov.

**Forestry:** Assists full time staff in the care of trees in parks and along parkways including tree planting, tree watering, mulching, pesticide applications and tree pruning.

### ***Parkways***

**Schedule:** 5 8-hour shifts, Mon-Fri, **Start time:** 6:30 a.m., May – November

**Parkways Landscape:** Involves the inspection, maintenance and general repair of irrigation systems and assistance with landscaping projects.

### ***Recreation***

**Schedule:** Nights and weekends, Mon-Sun, **Start time:** Varies, March - October

**Youth Baseball/Softball Supervisor:** Supervising games, monitoring officials and interacting with coaches, parents and players. April-October

**Youth Flag Football Supervisor:** Supervising games, monitoring officials and interacting with coaches, parents and players. March-May, August-October

**Questions? Please call 303-791-0430 for details about available positions.**

---- All shifts/schedules are subject to change and may include some night and weekend work ----