

City of Roswell, Georgia

SUPPLEMENTAL JOB DESCRIPTION- TRAILS CREW SUPERVISOR

www.roswellgov.com/jobs

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Trail Crew Supervisor Supplemental Job Requirements, Responsibilities and Functions

REQUIREMENTS

Familiarity in constructing recreational multi-purpose trails with hand tools, small equipment and heavy equipment as needed.

Understanding of best practices in natural resource management including storm-water, erosion control, and green infrastructure.

Knowledge of common industry standards for trail standards and ratings. This position is expected to lead the City of Roswell in developing our standards and specifications for multiple types of trails/surfaces.

Experience in utilizing GPS and GIS based technologies in the field to map and track trails and assets.

Knowledge of standards and requirements needed to meet American Disabilities Act (ADA) as it relates to trails and pathways.

ESSENTIAL JOB FUNCTIONS

Responsible for training staff from the Park's Division regarding maintenance, repair, and building of trails and pathways.

Inventories and evaluates trails and pathways within parks, municipal grounds and natural areas for the City of Roswell. Utilizes the City's Hiperweb and GIS technologies for these tasks.

Will assist in standardizing signage around trail areas. Will work with Park's operational staff to properly maintain trail signage.

Develops annual trail maintenance work plans for trails and pathways in the City of Roswell.

Directs, supervises and assists in best practices for maintenance of trails and pathways.

Determines and makes suggestions to staff regarding appropriate tools for building and maintenance of trails and pathways.

Works alongside Project Coordinator and other staff in trail construction/repairs, erosion control management and closure of unapproved trails. Will make recommendations to Park Services Manager on future needs.

MINIMUM QUALIFICATIONS

Experience:

In addition to minimum qualifications in the Crew Supervisor Classification Specification, the following is expected for the Trail's Crew Supervisor position:

Three (3) years of experience in construction, maintenance, and upkeep of trails, boardwalks, and pathways in and around public parks and facilities, and other municipal areas as needed.

Three (3) years of experience with managing trail projects including the following: assisting in research/planning, budgeting, procurement, design/engineering, and construction.

The City of Roswell, Georgia commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.