

Director of Grounds & Landscapes
Old Dominion University

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Posted Sep. 10, 2024, set to expire Jan. 10, 2025

Job Title	Director of Grounds & Landscapes
Department	CARE & MAINT
Institution	Old Dominion University Norfolk, Virginia
Date Posted	Sep. 10, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Facilities Operations
Job Website	https://jobs.odu.edu/postings/21560
Apply By Email	
Job Description	

Job Summary

Provide the ODU Campus Community with a beautiful, vibrant, safe, and clean campus with oversight and particular emphasis on campus turf, plants, flowers, trash, and all other exterior elements that contribute to the overall campus aesthetic. As part of the Facilities Management Leadership Team, this position will lead teams that perform Grounds and Landscape maintenance and improvements at Old Dominion University, including main campus and all satellite properties and campuses. The position will provide analysis and strategic direction in identifying and implementing new and revised processes and procedures to achieve department and University goals. Manage all administrative functions of assigned unit. Ensures all supplies and materials are on hand for the Grounds and Landscape unit on a daily basis. Work closely with vendors and service providers. Provide horticultural expertise in the planning of future landscapes and make recommendations for improvements to current landscapes. Position is designated "essential personnel" for emergency closings. They must also be able to

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respond for emergency recall and after-hours requests for emergencies and other call back situations.

- **Master's Degree in Turf and or Horticulture or closely related field or a Bachelor's degree in Turf/Horticulture or closely related field and related work experience equivalent to a Master's degree in preceding fields of study.**
- Considerable experience leading teams to achieve a common goal.
- Considerable knowledge of Horticultural, turf and landscape maintenance practices.
- Considerable knowledge of safety standards and equipment.
- Working knowledge of effective customer service techniques in a diverse work environment including team facilitation and consultation skills.
- Some knowledge of irrigation systems and the use of pesticides.
- Demonstrated ability to function as a project coordinator, maintaining records, conducting cost analysis and projecting future cost.
- Demonstrated ability to prioritize work and direct staff in the completion of day-to-day work assignments.
- Demonstrated ability to monitor work performance, evaluate performance and recommend improvements.
- Demonstrated ability to work outside during inclement weather.
- Ability to interpret and apply procurement regulations and to translate guidance into specific actions that affect construction projects.
- Extensive supervisory and leadership skills. Proficient skills with using typical Microsoft applications including Word, Excel, and Outlook.
- Driver's license required with insurable driving record. VDACS Pesticide Applicator's License or demonstrated ability to obtain within 12 months of start date.
- Considerable experience operating various grounds maintenance equipment.
- Considerable experience performing grounds maintenance following industry standards for Horticultural Practices.
- Considerable experience performing personnel management duties to include, interviewing and hiring, performance management, timekeeping and scheduling.
- Working experience managing a crew of grounds or trades workers.
- Working experience working as a project team leader, which involves project planning and coordination, estimating, reporting and records management.
- Some experience purchasing supplies and equipment.

Preferred Qualifications

- Some experience purchasing supplies and equipment following state or government procurement regulations preferred.

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- Certified Arborist.
- Vocational training in grounds maintenance or equivalent work experience. Certified Fertilizer Applicator in State of Virginia. Responsible Land Disturber Certification.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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