



LAND & GARDEN PRESERVE

Title: Equipment Operator

Scope of Work: The Equipment Operator (EO) works under the direction of the Lead Equipment Operator. This position assists all areas of the Preserve with maintenance projects, usually requiring the assistance of a trained equipment operator. The EO ensures that work is conducted in a safe and efficient process. All tasks are performed in alignment with the vision, mission, and core values of the Preserve.

Essential Job Functions:

1. Equipment Operation and Maintenance
 - Assists the Lead Equipment Operator with equipment maintenance and repair.
 - Ensures that all equipment is properly secured at all times; from transport to job sites to locking up equipment at the end of the workday.
 - Seeks methods and materials that will cause the least environmental harm.
2. Annual Site Maintenance:
 - Transport materials from the lands and gardens to the Pit or other Preserve transfer site for composting, cutting, chipping, or burning.
 - Perform screening of soils and compost for use in the gardens.
 - Analyze culverts at all areas of the Preserve to ensure proper working order. Repair or replace as needed.
 - Top dress and grade carriage roads, as needed.
 - Assist with natural lands projects under the direction of the Natural Lands Director.
 - Serve as a key team member for snow removal at all Preserve sites.
3. Project Assistance:
 - Perform road improvement projects, under the direction of the Lead Equipment Operator.
 - Assist with special projects at all areas of the Preserve, including coordination of materials and supplies for garden managers as well as the Natural Lands Director.
4. Assist with hospitality and public outreach:
 - Provide friendly and helpful assistance to visitors in the gardens as well as on all natural lands
 - Be knowledgeable about the more frequently asked questions
 - Monitor property for the safe use of the facilities by visitors
 - Monitor signage, site safety, and pet waste stations.

Examples of machinery, tools & equipment used:

Backhoe, excavators, trucks, trailers, and compactors.

Qualifications:

- Valid driver's license required; commercial certification desirable.
- Ability to lift equipment, supplies, and stones in excess of 50 pounds
- Ability to work on the ground and outdoors in a variety of weather conditions

- Continued knowledge and application of OSHA safety standards
- Continued knowledge of best environmental practices
- Ability to work as part of a team and independently
- Experience with maintenance and construction equipment
- Maine State Vehicle Inspection License preferred.
- Ability to communicate with a variety of people (staff, visitors, etc.)

NOTE: Although specific skills other than those mentioned above are not required for hire, the willingness and enthusiasm to learn and apply new skills is desirable.

Lines of Authority: Supervised by the Lead Equipment Operator. Works with other directors and managers.

Employment Status: Non-exempt position averaging 40 hours per week, year-round. Some flexibility in scheduling and occasional weekend duty is required. All scheduling is subject to the discretion of the supervisors.