

CITY OF CHATTANOOGA

Classification Specification Title: Field Team Leader

Department: Parks & Outdoors

Pay Grade: GS.08

Supervision Received From: Natural Resources Supervisor

FLSA Status: Non-Exempt

Supervisory Responsibility For: None

Established: 9/16/22

**Revision Dates: 4/2/25;
10/20/23**

CLASSIFICATION SUMMARY:

The Field Team Leader supports field operations for natural resources stewardship and management on city-operated lands including Chattanooga Parks and Greenways, city-campus areas, and green infrastructure sites. This position will work with the Natural Resources Project Coordinator, Natural Resources General Supervisor, and other staff to implement and monitor natural resource stewardship projects and is expected to spend a significant amount of time in the field.

Work requires limited supervision and the use of independent judgment and discretion, under the direction of the Natural Resources Supervisor.

SERIES LEVEL:

The Field Team Leader is a stand-alone position.

ESSENTIAL FUNCTIONS:

(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)

Coordinates and leads daily work activities for a team in the field for green infrastructure maintenance, native plant and pollinator garden installation and maintenance, invasive plant removal, and/or restoration projects.

Assists with all aspects of successful natural resource management implementation. Duties may include ground preparation, seeding, planting, irrigation, weed control, or other tasks as necessary.

Reviews and processes incoming work orders; Coordinates equipment and labor. Works closely with Natural Resources Project Coordinator in making sure projects are implemented correctly by staff, including but not limited to Environmental Specialists.

Evaluates landscape sites for designs and improvements, including establishing soil conditions and gauging weather exposure; makes decisions for types of trees and plants for sites.

Ensures adherence to sustainable landscaping practices and maintenance plans.

Coordinates greenhouse usage; ensures upkeep of greenhouse; assists with plant care at greenhouse.

Develops a deep working knowledge of all equipment, infrastructure, project partners, and vegetation management techniques.

Collects and compiles field data with program data forms, GPS, cameras and other equipment. Ensures that accurate records of planting and seeding activity, herbicide applications, and irrigation activity are kept and delivered to the appropriate parties.

Ensures adherence to established safety procedures, including adherence to OSHA and MUTCD safety regulations; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; ensures set up of safe work zones; initiates any actions necessary to correct deviations or violations.

Operates a variety of machinery, equipment, and tools associated with projects and work activities as needed; oversees and coordinates general/preventive maintenance necessary to keep vehicles, equipment and tools in operable condition; monitors equipment operations to maintain efficiency and safety; plans and coordinates regular maintenance or necessary repairs. Transports, loads and unloads various equipment and materials used in projects.

Communicates via telephone and/or email; provides information and assistance; takes and relays messages or directs calls to appropriate personnel; returns calls as necessary.

Communicates with supervisor, employees, other departments, contractors, manufacturers, vendors, the public, outside agencies and other individuals as needed to coordinate work activities, review status of work, exchange information, resolve problems or give/receive advice/direction.

Responds to complaints and questions related to department operations and activities; provides information, researches problems and initiates problem resolution.

Attends and participates in meetings with employees, department/City personnel, contractors, vendors or others as appropriate.

Maintains comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new methods, trends, and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate; represents the City in relation to natural resource management, stormwater or watershed health, or relevant horticultural disciplines.

Fosters safe and friendly spaces at parks and other public sites by answering questions, promoting City SCM assets and sustainable land management practices, offering assistance to visitors, and communicating safety hazards to Natural Resource Supervisor.

May assist with training, educational outreach, safety oversight, and other support at natural resource related volunteer events or for on-going Parks Stewards projects.

Uses, carries and answers cell phone for business purposes as determined by the assigned job duties and the Department Head.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

DEPARTMENT SPECIFIC DUTIES (if any):

MINIMUM QUALIFICATIONS:

Associates Degree in natural resources management, environmental science, forestry or related field and four (4) years experience managing/maintaining natural resource practices such as green infrastructure and native plant gardens, nurseries; or any combination of equivalent experience and education. Experience with vegetation management via greenhouse, invasive species, and/or landscape installation preferred. One (1) year of cumulative leadership experience.

LICENSING AND CERTIFICATIONS:

Valid Class D Driver's License

Stormwater Control Measure Inspection and Maintenance Certification within one (1) year of hire.

TN Pesticides Applicators License preferred.

ISO Arborist Certification preferred.

SUPPLEMENTAL INFORMATION:

KNOWLEDGE & SKILLS:

Knowledge of natural resource and land management; leadership principles; work scheduling principles; landscape maintenance principles and practices; native plant and invasive plant species; greenhouse based plant care; applicable tools and equipment of the trade; pesticides and chemicals used in horticulture; applicable federal, state and local laws, ordinances, codes, rules, regulations, standards, policies and procedures; occupational hazards and related safety precautions; City geography; industry standards and specifications; recordkeeping principles; safe work practices.

Skill in monitoring and evaluating the work of subordinate staff; prioritizing and scheduling work; utilizing applicable tools and equipment; interpreting and applying applicable laws, codes, rules, regulations, policies, and procedures; interpreting a variety of technical plans, drawings and/or other related documents; analyzing and making appropriate recommendations on natural resource and green infrastructure problems; plant identification and invasive plant removal techniques; inventorying and purchasing materials, equipment, supplies; handling multiple tasks simultaneously; training staff on work methods and procedures; preparing and maintaining a

variety of reports and records; and communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

PHYSICAL DEMANDS: Positions in this class typically require reaching, fingering, grasping, talking, hearing, seeing and repetitive motions.

WORK ENVIRONMENT: Medium Work: Exerting up-to 50 pounds of force occasionally and/or up-to 20 pounds of force frequently and/or up-to 10 pounds of force constantly to move objects. Incumbents may be subjected to moving mechanical parts, vibrations, fumes, odors, dusts, oils, extreme temperatures, and infectious diseases.

SPECIAL REQUIREMENTS:

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.