

SEASONAL LANDSCAPE PLANNER

Organization Overview

Medina County Park District is a local and regional leader in conservation, education, and the protection of natural resources. Employees take pride in the parks, trails, programs, and community; ensure quality outdoor experiences; protect public investments; plant the forests and prairies of tomorrow; and develop the next generation of stewards. Employment with the park district is more than a job – it's an opportunity to make lives better in a fun, fulfilling team environment.

Job Description

The Medina County Park District is seeking a seasonal landscape planner to assist in the design, installation, and maintenance of landscaped areas across the park district. Under the direction of the Planning Manager, this role supports various landscape projects while performing a variety of grounds maintenance tasks.

Examples of Duties

- Assist in landscaping design and installation.
- Maintain and care for landscaped areas, including weeding, cutting back/dividing perennials, edging beds, mulching, and other related tasks.
- Assist with planning, design, and construction of park amenities including landscaping, trails, and other associated facilities.
- Coordinate with other park district departments regarding best management practices.
- Perform routine grounds maintenance such as pruning trees and shrubs as directed.
- Collaborate with other departments on various projects as needed.

Necessary Knowledge, Skills, and Abilities

- Proven teamwork, communication and partnership skills, and the ability to work directly with all levels of the organization to achieve common goals.
- Demonstrated emotional intelligence including self-awareness, empathy, reliability, and consistency; a proven track record of establishing and maintaining critical relationships internally and externally; demonstrated trust, integrity, and credibility.
- Ability to communicate effectively through writing, drawing, and speaking
- The ability to maintain effective working relationships with associates, other professionals, and the general public.
- The ability to define problems, collect data, establish facts, and draw conclusions
- Basic computer operations skills.
- Ability to create and read maps and construction drawings.
- Basic knowledge of landscaping or grounds maintenance.

- Ability to work outdoors in various weather conditions.
- Ability to work independently and as part of a team.

Required Physical Abilities (Including but not limited to the following)

- Must work in the outdoors under a wide range of conditions throughout the season, including heat and insects in summer and inclement weather.
- Must occasionally lift items in excess of 50 pounds.
- Capable of performing physical labor.
- Occasional work around heavy equipment during construction projects.

Desired Qualifications

- Any combination of training and experience that would indicate possession of the necessary knowledge, skills, and abilities listed above
- Minimum of high school diploma or equivalent.
- Background and education in horticulture, landscape architecture, or planning is preferred.
- Possession of a valid Ohio Motor Vehicle Operators license with a good driving record (must be insurable).
- Satisfactory fingerprint and criminal background check and drug screening
- Must adhere to a maximum of 500 total hours (40 hours/12 weeks and or 20 hours/25 weeks).

Please send your cover letter and application to: parks@medinacountyparkdistrict.com

Medina County Park District is an Equal Opportunity Employer.

January 2025