

## Grounds Manager Tufts University

Direct Link: <https://www.AcademicKeys.com/r?job=256608>

Downloaded On: Jul. 12, 2025 11:42am

Posted May 6, 2025, set to expire Dec. 31, 2025

<b>Job Title</b>	Grounds Manager
<b>Department</b>	Operations Division
<b>Institution</b>	Tufts University Medford, Massachusetts
<b>Date Posted</b>	May 6, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager Professional Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation Agriculture/Animal Care
<b>Job Website</b>	<a href="https://jobs.tufts.edu/jobs/21508?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys">https://jobs.tufts.edu/jobs/21508?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Overview

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The Operations Division at Tufts includes facilities, design and construction, campus and capital renewal planning, real estate, campus safety, dining, auxiliary services, and other related services on multiple campuses across 5.8 million square feet in 250 buildings. Operations services four campuses in Massachusetts: the main campus in Medford/Somerville, the health sciences and SMFA campuses in Boston and the veterinary school campus in Grafton. The Operations Division supports Tufts University's mission in teaching, research, and clinics by providing stewardship, recommendations, services and advice in its primary areas of obligation: optimizing use of space and real estate, strategic and responsible management of the built environment, creating a secure campus environment and infrastructure, promoting best-in-class sustainability practices and policies, and creating exceptional community experiences that enhance Tufts' reputation and brand. The Facilities Management Department employs approximately 150 staff members including a unionized trades, grounds, labor force with outsourced custodial services. The annual operating budget is \$120M, including \$60M in capital renewal.

### What You'll Do

Reporting to the Campus Services Manager, the Grounds Manager is responsible for planning, scheduling, implementing, and reporting on the design, care and maintenance programs for the diverse campus grounds including the athletic natural and synthetic playing fields.

- The position will supervise a staff of fifteen plus (15+) employees supported by contract services.
- The role will oversee cost estimating, scheduling and managing multi-trade projects, and working with subcontractors, inspecting and evaluating in-progress and completed work.
- The Grounds Manager is responsible for 165+ acres of soft and hardscape which includes lawns and various parking lots, walks and drives, turf surfaces including natural and synthetic surfaces and athletic fields, trees of varied species, a large amount of shrubs and perennial beds and snow removal services.
- The manager will collaborate with various departments to develop and implement policies, procedures, and best practices that align with the department's mission.

### What We're Looking For

#### Basic Requirements:

- Knowledge and skills as typically acquired through completion of an associate's degree in horticulture science, landscape management, landscape design or similar discipline and 3 years' experience and/or equivalent combination of education and experience
- One year of supervisory experience in commercial or municipal grounds care and maintenance
- Proven ability to work in a fast paced and team-spirited environment
- Demonstrated proficiency in teamwork, problem solving and diplomacy
- Skill in communicating, interacting, and building relationships with internal/external stakeholders with an understanding of impact on the larger organization to build excellent customer service
- Ability, and commitment to work effectively in, a culturally diverse and inclusive environment and to value and respect different perspectives
- Ability to communicate ideas clearly, both verbally, graphically, and in writing

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- Ability to obtain and maintain all local, state and federal licenses and certifications as required to conduct the responsibilities of the position
- Valid driver's license

### **Preferred Qualifications:**

- Professional related licenses and/or certifications
- Experience working at a higher educational institution and/or non-profits, or a private firm serving institutional clients
- Experience managing team of staff members, both internal and external consultants, and working on multiple projects in differing stages at one time
- Knowledge of emergency response protocols and crisis management is preferred
- Understanding of operations, maintenance, and data analysis/evaluation
- Job related grounds experience at an institute of higher education or comparable campus-based facility
- Experience with Maximo or other similar Computerized Maintenance Management Systems (CMMS)
- Possess a valid MA pesticide Core applicator's license
- Possess a MA 2B hoisting license with in one year of hire date

### **Special Work Schedule Requirements:**

- This job involves responsibilities that are performed in an on-site working environment
- Role will be based on the Medford/Somerville Campus

### **Pay Range**

Minimum \$78,050.00, Midpoint \$97,600.00, Maximum \$117,150.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

### **Contact Information**

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

### **Contact**

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