



Greenhouse Assistant Job Description

Job Title: Greenhouse Assistant
Staff Category: TBD
Reports To: Michael Costello

SUMMARY:

Greenhouse Assistant will help to complete all tasks in the garden & greenhouses. The greenhouse assistant will be reporting to the Greenhouse Manager and the Operations Manager. The greenhouse assistant will enthusiastically develop competency in and complete all tasks established by the Greenhouse Manager to effectively and efficiently grow quality organic produce for sale.

JOB RESPONSIBILITIES:

- Expected to plant, harvest, wash, package, irrigate, fertilize, weed, prune, clean, transplant, maintain plants and soil in an organic manner
- Notify Manager of irrigation system issues for farm and greenhouse and repair Irrigation Equipment as needed
- Assist Greenhouse Manager in inventory and ordering process as needed
- Assist Greenhouse Manager with administrative tasks such as crop records, recording, and production
- Be receptive to learning new methods of farming/gardening and sharing existing knowledge of farming/gardening
- Identify plants as well as problems such as diseases, weeds, and insect pests
- Taking stewardship of the land, plants and environment by making a commitment to the sustainability and well-being of the project and the people involved
- Support production planning and scheduling for all areas of farm and greenhouse
- Develop and discuss alternative and innovative strategies for farm planting and maintenance which applies to intensive small-acreage farming

SKILLS & EXPERIENCE

- Knowledge of Organic Growing Methods
- Ability to properly use tools such as (but not limited to) shovels, rakes, hoes, stirrup hoes, rototiller, and tractor.
- Self-Motivated
- Solid communication and analytical skills
- Adaptable—thrives in a constantly changing work environment

- Enthusiastic, creative team member—able and willing to participate in community life

REQUIREMENTS

- Must have Valid Driver's License
- This position is physically demanding and requires the applicant to be able to lift 50 pounds on a regular basis, as well as function in physical positions such as stooping, bending, turning, twisting, walking, reaching and squatting
- Ability to work in environmental conditions of cold, hot, wet and humid