



Cow Creek Government Office

Position Description

Position Title: Garden Technician

Department: Natural Resources

Reports To: Garden Manager

FLSA Designation: Non-Exempt

Date Written/Revised: 2/11/2016

Grade: 7

POSITION PURPOSE:

The purpose of the Orchard and Garden Technician is to support the Natural Resources Department in the development, maintenance and operations of the Tribal Orchards and Gardens.

ESSENTIAL FUNCTIONS

- Plant, spray, weed, fertilize, prune and water plants, shrubs, and trees, using hand tools and gardening tools.
- Monitor leaves to detect the presence of insects or disease.
- Operate tractors and other machinery and equipment to fertilize, cultivate, harvest, and spray fields and plants.
- Inspect plants to assess quality.
- Dig, cut, and transplant seedlings, cuttings, trees, and shrubs.
- Move containerized shrubs, plants, and trees, using wheelbarrows or tractors.
- Clean work areas, and maintain grounds and landscaping for the Orchard and Gardens.
- Haul and spread topsoil, fertilizer, peat moss, and other materials to condition soil, using wheelbarrows or carts and shovels.
- Design, maintain, and repair irrigation and climate control systems for the trees and plants.
- Record information about plants and plant growth.
- Regulate greenhouse conditions, and indoor and outdoor irrigation systems.
- Sow grass seed, or plant plugs of grass.
- Maintain inventory and ordering materials as required by the Director of Natural Resources.
- Provide information and advice to Tribal members about gardening and fruit or nut trees.
- Graft plants and trees into different rootstock.
- Designing and planting of Orchards and Gardens with the help of other Natural Resources staff.
- Assist Tribal members on volunteerism and usage of the Orchards and Gardens.
- Work with community food banks on donations of unused produce.
- Works with Natural Resource staff or maintenance staff as needed on other projects.

QUALIFICATIONS:

- High School Diploma or GED, required.
- 1 to 3 years of gardening or landscaping experience, required.
- 1 to 3 years of Orchard work experience, required.
- Must have knowledge of fruit tree management and maintenance.
- Must have experience in operating farming equipment.
- Basic mechanic abilities.
- Ability to handle multiple priorities and tasks.
- Current Oregon Driver License and the ability to comply with the company's Drivers Policy.