

# Field Manager

The Field Manager will report to the owner

The Field Manager will oversee entire field operations including handling incoming and outgoing shipments, crew management, nursery cleanliness, and product health. Success in this role would be efficient operations that keep up with customer demands, a nursery that is clean, organized, and has good product placement and quality. The Field Manager must be self-motivated, innovative, and have good communication skills.

Responsibilities and Duties:

- Hiring, training, and managing of Field Staff.
- Manage irrigation schedule based on weather and needs of specific plants and sizes. Monitor irrigation to seek out leaks, plugged lines, and broken pipes. Make all repairs as needed.
- Oversee efficient pulling, loading, and delivering of plant material.
- Check in shipments of trees and large plant material. Check for proper quantities, pricing and labeling. Take note of discrepancies and damages and report them to the bookkeeper.
- Inventorying and ordering irrigation and other supplies as needed.
- Oversee potting, organizing, and pruning of plant material.
- Remove sick/dying/damaged plants to hospital area or throw away.
- Make proper notes of all changes to plant quality, sizing, and locations to turn in to the bookkeeper.
- Create pest and weed management/prevention practice.
- Ensure that all plants in loading areas are watered and put away in a timely manner with locations noted to bookkeeper.
- Perform all vehicle and equipment maintenance as necessary.
- Deliver products when necessary.
- Innovate improvements to operations to create faster, easier, and a more efficient workflow with reduced errors.

Qualifications:

- Must have experience building and managing a crew.
- Must have experience in horticulture.
- Must have experience using and maintaining equipment such as forklifts, tractors and gators.
- Must have experience with computers, ordering supplies, and maintaining detailed records.
- Must be professional, reliable, and self-motivated.
- Must have good communication skills.
- Must have experience with chemicals and fertilizers.
- Must be able to be on feet for long periods of time.
- Must be able to lift up to 50lbs regularly.
- Must be able to work in extreme heat and cold.
- Spanish-English speaking preferred but not required.

Hours: Full time (40+ hours/week) 4 weeks off in winter.

Typical Schedule: 7:00 am – 5:00 pm Mon- Fri, 9:00 am – 3:00 pm Saturdays (Saturdays only April – June)

Hours may fluctuate throughout season.

Salary: \$40,000-60,000 DOE (Benefits & 401K available after probationary period)