

# Warren Wilson College

## Position Description

**POSITION TITLE:** Garden Manager

**DEPARTMENT:** Garden

**REPORTS TO:** Dean of Work

### **POSITION SUMMARY:**

Manages and directs the operation and outreach for the College 5 acre organically farmed garden that focuses on the production of vegetables, culinary and medicinal herbs, soft fruits, apples, and flowers. Supervises the 22 person student crew, coordinates the garden's educational functions, maintains the garden equipment, including the tractors and the garden infrastructure. Serves as Supervisor to the student Horse Crew and ensures the draft horses are utilized and cared for properly. In consultation with the Dean of Work directs the planning and business management of the garden.

### **SPECIFIC RESPONSIBILITIES:**

1. Supervises, trains and evaluates a 22 plus member student work crew that is the work force that operates the garden
2. Consults with the College food service provider to develop a yearly garden plan that insures garden produce is included in the daily menus
3. Interacts daily with students teaching the skills of organic food production.
4. Collaborates with faculty members to ensure the Garden becomes an educational resource.
5. Incorporates the College's draft horses into the daily management of the garden and allows the horses to be available to other crews.
6. Manages the College's greenhouses to ensure vegetable production during winter months.
7. Encourages community use of the garden area by continuing to provide a welcoming environment. Serves as Building Manager for the Garden Cabin.
8. Trains student workers in the operation and maintenance of the agriculture/horticulture equipment.
9. Supervises the maintenance and repair of facilities involved in garden operation such as buildings and fences. Coordinates work with appropriate Facilities Management crew supervisors as necessary; keeps the garden looking attractive.
10. Meets regularly and works together with the garden crew.
11. Investigates and experiments with a wide range of agricultural methods to find practices that are environmentally and economically sustainable.
12. Observes safety standards and procedures as required by OSHA and Warren Wilson College; takes proactive approach to safety.
13. Meets regularly with the Dean of Work to ensure all operational Goals and Objectives are being met and costs are kept within budget;
14. Administers, facilitates and develops policies and procedures in regards to the garden in consultation with the Dean of Work.

15. Participates on advisory boards and committees.

**WORKING CONDITIONS:**

1. Frequent irregular working hours.
2. Occasional potentially hazardous working conditions.
3. May be required to push, pull, lift, and/or carry up to 50 pounds.
4. Work may periodically require climbing, balancing, bending, kneeling, crouching, and/or crawling.
5. May be required to work outside in all weather conditions (wet, humid, hot, cold, etc.).

**QUALIFICATIONS:**

1. Associate degree is required, with an agriculture or horticulture degree preferred; or five or more years of progressively responsible related experience in organic food production; or a combination an equivalent combination of education and experience.
2. Prior experience in managing an organic garden or truck farming operation utilizing greenhouses and season extenders required. Strong skills required in the safe operation and maintenance of garden equipment.
3. Must have experience teaching organic market gardening techniques in a working environment.
4. Must possess the desire to share knowledge and have the demonstrated ability to work with students and encourage active participation.
5. Knowledge of OSHA regulations and safety procedures.
6. Prior experience working with draft horses a plus.