AUBURN
Human Resources

Gardener
Job Description

JOB INFORMATION

Job Code	GB09
Job Description Title	Gardener
Pay Grade	FM08
Range Minimum	$34,070
33rd %	$38,610
Range Midpoint	$40,880
67th %	$43,160
Range Maximum	$47,700
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	2/5/2019

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Grounds

JOB SUMMARY

Oversees residents of the Department of Youth Services through the development and implementation of recreational, occupational, educational, and social activities utilizing various aspects of the Garden Program.

RESPONSIBILITIES

- Develops curriculum for the Garden Program; facilitates small groups in structured psychoeducational activities on agriculture subjects; provides experiential activities in which the residents can learn pro-social skills and increase occupational, social, and educational self efficacy. This includes curriculum regarding soil preparation, crop choice, fertilization, planting, and care and harvesting of vegetables in all seasons.
- Maintains professional appearance of all garden areas at all times including, but not limited to performing plot layouts, fertilizer application, irrigation systems, and managing greenhouse production.
- Maintains garden equipment and supplies including but not limited to, creating and maintaining an inventory of all equipment, performing general maintenance on equipment, buildings, and fences; calibrates equipment and sprayers.
- Maintains all certifications and licenses necessary for legal, safe, and careful use of equipment, garden chemicals, and other materials, including, but not limited to the operation of farm machinery and heavy equipment.
- Participates in scientific research including, but not limited to, creating proposals for funding of program activities to present to ABSOP director, data collection for research experiment protocols, and conducting routine measurements and analysis.
- Observes and evaluates residents at the Department of Youth Services, including providing regular updates to the ABSOP clinical team of youth engagement and progress in the Garden Program.
- Collaborates with other staff providing experiential learning activities for students in residence at DYS Mt. Meigs campus at the direction of student activities coordinator.
- Develops and adheres to safety and health regulations/policies ensuring a safe environment for staff and residents.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	in Horticulture or relevant degree.		1 year of	gardening, farm, or greenhouse related experience. Must have experience in a mentorship role.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of agricultural practices relevant to developing and maintaining a productive vegetable, horticulture, and fruit garden;	
knowledge of fertilizer and/or pesticide applications;	
knowledge and ability to use power tools, machinery, and materials for gardening.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State		Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting			X			
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching					X	
Reaching		X				
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
Ability to see information in print and/or electronically.