

## **Nursery and Grounds Manager, Casey Tree Farm (Berryville, VA)**

**Deadline: August 25, 2010**

Casey Tree Farm, a 700 acre horse and agriculture farm in Berryville, VA, seeks a Nursery and Grounds Manager. The Nursery and Grounds Manager oversees all aspects of the farm. The ideal candidate will possess a broad range of technical skills in the nursery management arena, excellent interpersonal communication skills, functions well in a team setting, can effectively manage a small crew and volunteers, has direct knowledge and/or experience working on a farm, and has a genuine interest in the conservation missions of Casey Trees and Casey Tree Farm.

### **PRIMARY RESPONSIBILITIES**

- Establish, grow and maintain a 1,000- 5,000 piece, high quality, tree production operation with plant material of all types- B&B, Pot-in-Pot, Bare Root, etc., that meets or exceeds American Nursery Standards as detailed in "American Standard for Nursery Stock" (ANSI Z60. 1-1996).
- Maintain tree production areas and farm grounds.
- Develop and manage nursery and grounds budgets.
- Specify and purchase tools, equipment and all materials required for operations.
- Manage, oversee and train farm staff and volunteers in planting, pruning, fertilization, integrated pest management (IPM), irrigation, harvesting, etc.
- Knowledge of urban plant material specifications and the production thereof.
- Recordkeeping to efficiently and effectively track both the production programs and ground maintenance schedules and needs.
- Conduct and oversee the maintenance of all tools, vehicles and equipment.
- Attend meetings, seminars and other gatherings to promote/support the Mission of the CTF.
- Work with municipal arborists, NGO tree planting organizations and others in establishment and management of a tree production program targeted to agreed upon needs and requirements.
- Oversee and serve as the Farm representative on contractual work performed on Farm property.

### **QUALIFICATIONS**

- Degree in horticulture and/or a minimum of 5 years experience in a similar position.
- Detailed experience and knowledge of plant production, including but not limited to: purchasing; proper planting and growing techniques; irrigation; equipment operation; maintenance and repair; production area layout and spacing; turf and facility management.
- Proven successful track record of planning and executing a tree production program.
- Ability to effectively work with a diverse group of partners- both internal and external, under challenging circumstances.
- Excellent communication, organizational and interpersonal skills.
- Valid driver's license; clean driving record; ability to drive a pickup, flatbed, trailer and tractor(s). CDL a plus.
- Certified Pesticide Applicator (State of VA) within six months of appointment.
- Perform difficult and strenuous activities required to execute production programs and grounds maintenance including the lifting of loads in excess of 100 pounds.
- Willingness to work long hours and weekends due to seasonal demands.
- Willingness to work outdoors in all types of weather.
- Proficiency with MS Office including Outlook, Excel and Word.

### **POSITION DURATION AND COMPENSATION**

The Nursery Manager is a full time position starting September 2010. Compensation is \$53K including a comprehensive benefits package, paid holidays, sick and other leave.

### **TO APPLY**

Please email: (1) letter of interest; (2) resume; (3) available start date; (4) contact information, and; (5) three references to: Rukshani Lye, Assistant to the Director. Email: rlye@caseytrees.org by August 25th, 2010. Please write: CTF NURSERY MANAGER in the email subject line. No telephone inquires please.