POSITION: Vacant Land Assistant
DEPARTMENT: Green Infrastructure

SUMMARY:
The Vacant Land Assistant will perform on the ground vacant land installation projects, lot clearing, grading, seeding, tree planting, watering, and general maintenance, as directed by the Vacant Land Technician, Vacant Land Manager, and/or Director of Green Infrastructure.

The Vacant Land Assistant may also perform on the ground community planting logistic activities as directed by Community Foresters, including, but not limited to, tree unloading and deliveries, tree planting, mulching and watering, site clean-up, and nursery and general maintenance operations. Vacant Land Assistants work closely with diverse groups of people throughout the city of Detroit to plant and maintain trees along streets, in parks and in schoolyards.

POSITION RESPONSIBILITIES:

- Assist in the implementation of vacant land treatments:
  1. Follow written and verbal instructions to complete daily responsibilities and carry out explicit planting instructions as directed by Vacant Land Manager, Vacant Land Technician and/or Director of Green Infrastructure.
  2. Be able to navigate and safely drive Greening vehicles including safe trailer operation, conducting required MDOT pre-trip and post-trip checklists, and navigation of Detroit streets according to a provided map.
  3. Ability and skill set to safely operate a skid steer. Individuals must also know or be willing to learn the proper procedure to use or be a spotter for the skid steer operator.
  4. Plant trees correctly per the Greening of Detroit method at specified locations and leave sites in a clean and neat manner.
  5. Be responsible for tool pick-up from job sites and be able to account for all tools signed out at end of work day.
  6. After training, each employee should understand, be able to recite and/or demonstrate the proper machine operating, planting, and safety methods.

- Assist and promote volunteer staffed tree planting projects in the city of Detroit as directed by the Community Foresters:
  1. Take the initiative to problem solve in field to complete work order related issues.
  2. Deliver tools and trees to planting project locations and be responsible for tool pick-up from job sites and be able to account for all tools signed out at end of work day.
  3. Assist volunteers with planting activities on site at assigned tree planting projects.
  4. Carry mobile phone and be available to be reached at all times during work hours to be able to perform job duties.
  5. Required to unload and load tree stock on and off trucks and trailers. Should be comfortable with handling stock ranging from 50lbs-350lbs using safe methods and with appropriate tools (i.e. rotate, move, and balance large stock using ball carts uphill or over curbs).
  6. Water trees at holding yards and planted plots using buckets and/or water tank.
7. After training, must be comfortable leading volunteer groups ranging from 20 – 200 in providing quality control for planting operations.

8. After training be able to mulch trees using the Greening method on planting sites, which may include loading and unloading large quantities of mulch.

9. Required to appropriately clean and recondition sites following planting activities

- Practice safety in all activities including wearing appropriate personal protection equipment (PPE)
- Assist maintenance of Green Infrastructure projects as needed
- Assists in all other tasks involved with the promotion, operation and support of The Greening of Detroit as directed by the Director of Green Infrastructure and/or President of The Greening of Detroit
- Behave as a responsible representative of the Greening of Detroit as directed by the employee handbook

**EDUCATION AND EXPERIENCE:**

Must possess a high school degree or GED equivalent. Candidates will be considered who have not achieved a degree but who have completed the Greenworks Solutions program or have comprehensive experience in the nursery and landscape trades.

**KNOWLEDGE, SKILLS AND ABILITIES:**

The ideal candidate has a basic knowledge of tree identification, tree planting practices, and familiarity with the road grid and lay-out of the City of Detroit. All candidates must have a valid License and be able to obtain a valid Chauffeurs’ License before starting their first day of work. Ideal candidates will be MIOSHA certified and be a Certified Pesticide Applicator, or be willing to acquire certification. Candidates also must have knowledge/willingness to learn how to safely operate and be comfortable operating a manual transmission vehicle, skidsteer, chainsaw, brush hog and lawn maintenance equipment, as well as backfill and plant trees. Previous work with volunteers and community groups is desirable.

Candidates must display professionalism, positive attitude, independent judgment and decision-making ability, self-motivation, capacity to follow verbal and written direction, and a team mentality. Candidates must possess the ability to work with diverse groups of people and weather conditions, excellent communication and organizational skills, and a genuine appreciation for the urban environment.

We are looking to have the successful candidate in place by February 23rd, 2015. Please send resume and cover letter by **Friday February 6th, 2015 by 4pm** to attention Dean Hay, Director of Green Infrastructure recruiting@greeningofdetroit.com

*The Greening of Detroit is also currently seeking qualified candidates for an Vacant Land Technician*