

GREENHOUSE TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for providing operational management of a greenhouse for a school district. The incumbent works closely and collaboratively with instructional staff to manage plant care for research and class projects. The work involves responsibility for maintaining the inventory of greenhouse supplies, providing guidance and advice to teachers regarding plant maintenance procedures, as well as assisting with growing plant materials. Work is performed under the general supervision of a higher-level employee. Supervision is not typically a function of this class. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Maintains daily schedule for use of the greenhouse by instructional staff;

Assists classroom teachers in the delivery of instructional activities that occur in the greenhouse;

Interacts frequently with greenhouse users to assist in determining project needs and to communicate greenhouse policies and procedures;

Offers guidance to staff regarding pest scouting and determination of appropriate biological and chemical pest control measures;

Develops, prepares and conducts training for staff regarding the most efficient utilization of the greenhouse facility;

Assists with potting mix preparation, irrigation and integrated pest management programs;

Collaborates with teachers to help provide daily greenhouse plant monitoring and care;

Interfaces with vendors and determines needs for greenhouse facility;

Orders, receives and maintains inventory of greenhouse supplies such as containers, growing media, fertilizer, plant material, equipment etc. as identified by agriculture and science teachers;

Oversees the monitoring and control of the greenhouse environment including heating, cooling, ventilation and lighting;

Develops and delivers community outreach programs in the evening and on occasional weekends;

Conducts tours of the greenhouse for visiting schools;

Assists in seed selection;

Plants and grows plant materials as required for various lab experiences according to course timelines;

Prepares summaries and reports as required;

Researches and provides plant expertise as needed.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the materials, methods and tools used in greenhouse and garden work; good knowledge of horticulture and pruning techniques; good knowledge of plant propagation, plant germination and disease and pest control; ability to train staff on utilization of the greenhouse facility; ability to establish and maintain effective relationships with people; ability to communicate effectively both orally and in writing; ability to maintain records and prepare simple reports; initiative and resourcefulness; reliability; sound judgment; tact.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a regionally accredited or New York State registered college or university with an associates or higher level degree in horticulture, greenhouse management or a closely related field and one (1) year of full-time paid, or its' part-time equivalent, of general gardening or nursery experience; **OR**
- B. Graduation from high school or possession of a high school equivalency diploma and three (3) years of full-time paid, or its part-time equivalent, work experience as defined by the limits of A above; **OR**
- C. An equivalent combination of training and experience as indicated in A or B above.

ULSTER COUNTY
3278 GRNHS TECH
Classification: Competitive
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Adopted: August 7, 2017