

Job Posting: Greenhouse Manager

About Groundwork Denver:

Groundwork Denver is a 501(c)3 non-profit organization whose mission is to improve the physical environment and promote health and well-being through community-based partnerships and action. Please see our website to learn more: www.GroundworkColorado.org.

Position Summary:

Reporting to the Associate Director, the Greenhouse Manager manages the day-to-day operations of Groundwork Greens, an 1,800 square foot hydroponic greenhouse located within the Aria Denver Community at West 52nd Avenue and Federal Boulevard. This social enterprise grows and sells fresh produce in the urban neighborhoods of Denver while also providing job training to low-income youth. The ideal candidate will be someone who enjoys hands on growing activities with expertise in all aspects of crop production including purchasing supplies, propagation, watering, pests and disease management, and maintaining environmental controls.

Other duties consist of business development and marketing, providing customer service, implementing inventory control, supervising volunteers, providing youth with a supportive training environment, and ensuring the upkeep of equipment and facilities. The Greenhouse Manager will supervise a part-time Greenhouse Assistant.

Program Responsibilities:

- Overall management of greenhouse facilities, staff, production, and inventory.
- Compliance and risk management of greenhouse safety, including chemical and fertilizer safety.
- Compliance and management of Colorado Department of Agriculture food safety guidelines.
- Oversee and instruct youth employees, volunteers, and Greenhouse Assistant in seeding, growing, and harvesting plants.
- Utilize computerized control system and monitor climate control. Monitor and ensure proper operations of pumps, plumbing, and electrical systems.
- Identifying plant problems and conditions and responding with appropriate solutions, including occasional pesticide application. Must have or be willing to obtain pesticide applicator's license.
- Maintain records of plant health, nutrient application, and maintenance. Use records for forecasting and inventory management.
- Build relationships with customers (individuals, restaurants, retail markets) and develop client base. Manage Community Supported Agriculture (CSA) program including packaging, pick-up, and delivery if necessary.
- Interacting in a professional manner in person, on the phone, and via email with volunteers, potential clients, and the public who visit the Greenhouse.

Responsibilities as a member of the Groundwork Denver team:

- Participate in Groundwork Denver fundraising events and appeals
- Participate in and facilitate volunteer days when needed
- Collaborate respectfully and productively with co-workers to achieve Groundwork Denver's overall mission. Contribute to a positive organizational culture.
- Attend all staff meetings and other meetings as assigned by the Associate Director

Qualifications, education and experience:

- Passion for Groundwork Denver’s mission, local food production, and youth development.
- 2 year or more degree in horticulture, greenhouse technology, agriculture or related field with at least 6 month’s hands on experience in related field; or graduation from high school with three years in horticulture work; or an equivalent combination of training and experience.
- Experience with hydroponics preferred. If no hydroponics experience, please elaborate on other vegetable gardening experience, coursework or experiences that will allow you to get up to speed on hydroponics, and suggestions on how you will gain the necessary experience in hydroponics.
- Working knowledge of different plant species, including common diseases, nutritional issues and pest management.
- Experience with plant cultivation, pest management, plant propagation and harvesting, food storage, food distribution, inventory control, order fulfillment, and quality assurance.
- Highly organized and strong ability to track data, including budgets, production and cultivation schedule, and inventory.
- Ability to work both independently without close oversight, but also a team player who will productively engage with others at varying levels of seniority within and outside of the organization.
- Understanding of race and class equity and a commitment to continuous personal learning and growth around issues of race and class equity.
- Those from the communities that Groundwork Denver serves, or who have similar life experiences or backgrounds, will be prioritized.

Physical Requirements: This is a very hands-on job that includes:

- Lifting 50 pounds
- Climbing and working on a 12-foot ladder
- Bending, kneeling, twisting, crawling and stooping throughout the work day
- Working in a greenhouse with a wide temperature and humidity range
- Using small hand tools, sprayers, and power equipment
- Caring for delicate plants

Other Requirements:

- The job requires some office work including utilizing computer systems, managing phones, and sitting in meetings.
- Short periods of time for work on weekends and holidays will be required. Greenhouse Manager must be able to respond to emergency on off hours if necessary.
- Ability to travel to and from meetings and appointments.
- Must have a valid driver’s license and willingness to drive to deliver produce.

Salary and other benefits:

This is a full-time salaried position. The salary for this position begins at \$43,000, with exact salary commensurate with experience. Benefits include: paid sick, holiday and vacation hours; health and dental insurance for employee, and optional coverage of family members (at employee’s expense).

To Apply:

Please email a one- to two-page cover letter and no more than 2-page resume to jobs@groundworkcolorado.org. In the cover letter, please describe:

- Why you are interested in this position
- Your experience in hydroponics, or related vegetable gardening experience, coursework or experiences that will allow you to get up to speed on hydroponics, and suggestions on how you will gain the necessary experience in hydroponics.
- Your experience managing or instructing youth
- Your experience supervising short-term and long-term volunteers

Preference will be given to applications received by October 28, 2019.

Groundwork Denver provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ethnicity, religion, gender, gender identity, gender expression, sexual orientation, national origin, age, disability, marital status or civil union status, past or present military service, or any other protected classification. This policy applies to all employment decisions, including recruiting, hiring, placement, promotion, termination, layoff, compensation and training.