Blue Water Baltimore Seeks Assistant Nursery Manager

Position Description:

Herring Run Nursery is a non-profit native plant nursery in Baltimore, operated by Blue Water Baltimore. The nursery grows and sells native plants to residential and wholesale customers, and provides plants to support Blue Water Baltimore programs.

Blue Water Baltimore, the leading water quality non-profit in Baltimore, seeks an Assistant Nursery Manager on an hourly, part-time seasonal basis to fill a critical role in native plant nursery.

This is a great opportunity to work with a dynamic and effective environmental non-profit in the region.

Core Duties:

- Manage and maintain nursery operations, structures and grounds.
- Assist in the planning, production and merchandising of the nursery crop.
- Supervise volunteers and any additional staff in the production and sale of plants.
- Plan for and work with volunteers to produce plants for retail customers, restoration efforts, public agencies and annual plant sales and events.
- Coordinate with volunteer manager to assure adequate volunteer support.
- Prepare for and assist in managing frequent spring and fall weekend native plant sales, and occasional wholesale customers.
- Propagate, manage and maintain healthy plants.
- Oversee the receiving, maintenance, display and restocking of nursery stock.
- Coordinate plant orders from wholesale customers including coordinating stock, pickup, and invoicing.
- Interact harmoniously and effectively with others, focusing upon the attainment of company goals and objectives through a commitment to teamwork.
- Perform other business related tasks as needed.
- Provide exceptional customer service.
Qualifications:

• Enjoy working with people and plants.
• Self-motivated and able to work independently to complete tasks and meet deadlines.
• Passionate and knowledgeable about Maryland native plants.
• Experienced in coordinating volunteers in the many tasks required in operating a native plant nursery.
• Knowledgeable about techniques for growing a wide variety of native plants, including a working knowledge of soil media and organic pest management.
• Experienced in seeking contracts for restoration activities.
• Good customer relation skills.
• Associate’s or Bachelor’s Degree in Horticulture, Botany, or Environmental Science or equivalent combination of education and experience required.
• Prior experience in perennial, shrub, and tree production is preferred.
• Three to five years prior experience in a similar garden center / nursery environment is preferred.
• Physical requirements include ability to move heavy plants (up to 75 pounds), benches, materials and equipment.
• Ability to work outside in adverse weather conditions.
• Valid drivers license is required.

Salary and Benefits:

This is a non-exempt part time staff position. The hourly rate of pay is $12-$16 per hour, depending on experience; the number of hours is up to 30 hours per week with frequent weekend hours in Spring and Fall required.

Workers’ Compensation Insurance is provided. The start date is expected to be no later than March 15, 2014, but may be as early as March 1, 2014, depending on candidate availability. Blue Water Baltimore is an equal opportunity employer.

To Apply:

Please e-mail cover letter, resume and contact information of three references to Vincent Vizachero at nursery@bluewaterbaltimore

Review of applications will begin February 10, 2014 and continue until the position is filled.