

METRO
Classification Description

Title:	Senior Horticulturist	Bargaining Unit: LIUNA 483
Job Code:	0467/4467	Established:
Pay Range:	360/470	Revised: 12/2005; 11/10/09; 9/9/2015
FLSA Status:	Non-Exempt	EEO Category: Service/Maintenance

CLASSIFICATION DESCRIPTION

Coordinate, oversee, lead, and perform zoo horticulture and gardening landscaping, planting, construction, and maintenance functions. Oversee and perform specialized program activities and geographic zone area functions such as animal waste recycling and composting, herbicides/pesticide applications and organic weed and pest control management, animal browse programs, conservation and other activities. Develop landscape plans and coordinate implementation. Lead, assign, oversee and serve as a resource to crews on complex, major project or special gardening and landscaping projects. Evaluate gardening, landscaping and grounds maintenance staff and services, and develop and implement project plans and recommendations. Function as a working lead, and assist the Horticulture Supervisor with oversight and day-to-day gardening and horticulture responsibilities.

DUTIES AND RESPONSIBILITIES

Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.

1. Oversees day-to-day crew and project maintenance, gardening, landscaping, and specialty zone functions, including regular quality assurance checks and adjustments of priorities and assignments.
2. Guides, consults and works with supervisors, scientists, animal keepers and/or other staff in evaluating and planning complex, large-scale, or multiple project landscape and gardening needs, construction, plant selection, landscape, and other plans to reflect animal care, horticulture, safety, and guest service requirements.
3. Guides, coordinates and oversees conservation and restoration activities for demonstration gardens or special projects and performs duties such as gathering and propagating seeds for native northwest plants, or working with other agencies on conservation projects.
4. Guides, coordinates and oversees large and small scale landscape construction such as excavation and site preparation, drainage systems, rock walls, retaining walls, waterfalls and garden pools, plant material installation, road beds and walkways, and fence construction.
5. Coordinates and contributes horticulture information for web page and oversees effort to assist the public and to ensure a positive and unique experience; enhance Zoo use, appreciation, events, and visitation.
6. Oversees and/or troubleshoots problems such as pathway obstructions, irrigation brakes, plant disease concerns, visitor safety, or exhibit substrate issues.
7. Participates in planning meetings with administrative and animal care staff.

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8. Assigns and schedules work and oversees horticulturists, laborers, volunteers, and others in the performance of their duties.
9. Oversees safety and emergency service preparedness functions.
10. Assists, backs up, coordinates and serves as a resource to the Horticulture Supervisor.
11. Coordinates and performs gardening and horticultural activities including pruning, planting, and irrigation maintenance.
12. Coordinates ordering and purchasing of landscape materials, volunteer and community service worker programs, and staff scheduling for special events.
13. Coordinates activities between landscape architects and contractors and Metro staff.
14. Participates in hiring and evaluation process for horticultural positions.
15. Compiles data and prepares reports.
16. Assists the public, public officials and other employees in a professional and courteous manner.
17. Develops safe work habits and contributes to the safety of self and co-workers.
18. Contributes to a positive team atmosphere.
19. Has regular and punctual attendance.
20. Performs assigned duties during an emergency situation.
21. Other duties as assigned.

JOB SPECIFICATIONS

(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)

Job Preparation

Education and Work Experience

- Associate's degree with specialized training and five years' advanced professional and lead horticulture and gardening experience including progressively responsible planning and supervisory responsibilities or any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities.

Knowledge, Skills and Abilities

- Standard and advanced practices, materials, methods, tools and equipment used in planting, transplanting, cultivating and caring for exotic and zoo plant material, tropical/indoor plantscapes, trees, plants, flowers, shrubs and lawns, including ornamental plants
- Leadership, recognition, day-to-day oversight, communication skills and work planning to help develop a positive team environment
- Pacific Northwest and zoological flora, fauna, horticulture, and gardening resources and practices and ability to serve as a resource to horticulturists, laborers and other persons

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- Symptoms and methods of control of plant diseases and insect pests, types of fertilizers and their use in complex and large scale projects and of landscaping and floral design and ability to serve as a resource to horticulturists, laborers and other persons
- Oversee and help maintain specialty plantings for geographic areas, soil properties and plant, chemical applications, plant identification both native, zoological, and ornamental, and ability to serve as a resource to horticulturists, laborers and other persons
- Oversee and safely use hand and power tools, jack hammers, mowers and equipment
- Direct and perform emergency service, first responder, and public service duties
- Assist the Horticulture Supervisor in project management and supervisory functions and to establish and maintain effective working relationships with employees, contractors, consultants, other agencies, and to meet and deal courteously with the public
- Evaluate, review, and interpret landscape and construction plans
- Follow and issue complex and emergency oral and written instructions
- Direct day-to-day functions and oversee the work of horticulturists, laborers and volunteers
- Understand and assist in budget planning and processes for purchasing materials and services, project management, and handling donations and capital projects
- Oversee and work outdoors under severe storms and adverse climate conditions
- Physically perform all of the essential duties of the position including climbing, kneeling, stooping, walking, bending, twisting, and lifting 50 pounds
- Apply Federal, State, and local policies, procedures, laws and regulations for respective field
- Use discretion with confidential and sensitive matters
- Provide excellent customer service by meeting the needs and interacting with employees, volunteers, vendors, the public, and others encountered during the course of work in a courteous and professional manner
- Establish and maintain cooperative working relationships with employees, volunteers, vendors, and others encountered during the course of work
- Work in a safe manner and follow Metro safety policies, practices, and procedures.
- Perform the assigned duties of the position
- Develop knowledge, skills, and abilities and to obtain and maintain certifications and licenses

Special Requirements

- Successfully pass the background check and screening requirements of the organization
- Possession of, or the ability to obtain upon hire, and maintain a valid driver's license, and within six months of hire to obtain and maintain an Oregon Pesticide Applicator License, First Aid/CPR Certification, Forklift and All-Terrain Forklift Certification and such other certifications and licenses as may be required

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Tools and Equipment Used

- Hand and power tools, jack hammers, mowers and equipment
- All standard office equipment including but not limited to computer and printer, fax machine and copy machines; computer software including MS based word-processing and spreadsheets

Supervision

- Supervision is received from Horticulture Supervisor
- May act as lead over other horticulturists, laborers, maintenance crew, interns, or volunteers

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather and other adverse conditions.

The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.