

Perennial Program Manager (Illinois) Job Description

Department: Production

Job Title: Perennial Program Manager (Illinois)

Organizational Relationship: Reports to the Vice President of Production.

Major Goals and Responsibilities:

The Perennial Program Manager (Illinois)'s main goal is to produce a quality perennial crop in a timely and cost-efficient manner, all while overseeing seasonal tasks (ie. trimming, top dressing), IPM and watering on the Albers, IL farm. The IL perennial program manager will also maintain the correct levels of IL farm inventory and communicate with the sales team to ensure the expectations of external and internal customers are met.

Prerequisites:

- A bachelors in Horticulture and 5 years of horticultural production/growing experience
- Crop variety identification
- Expertise pertaining to plant health.
- Familiarity with IPM practices
- Ability to lead and train others
- Able to operate production equipment
- Computer experience (Excel, Word, & Internet research).

People Managed:

- Perennial Area Grower
- Laborers

Primary People Contacts: Farm Manager, Area Growers, Laborers, IPM Technician, Irrigation Technician, Sales



Specific Responsibilities:

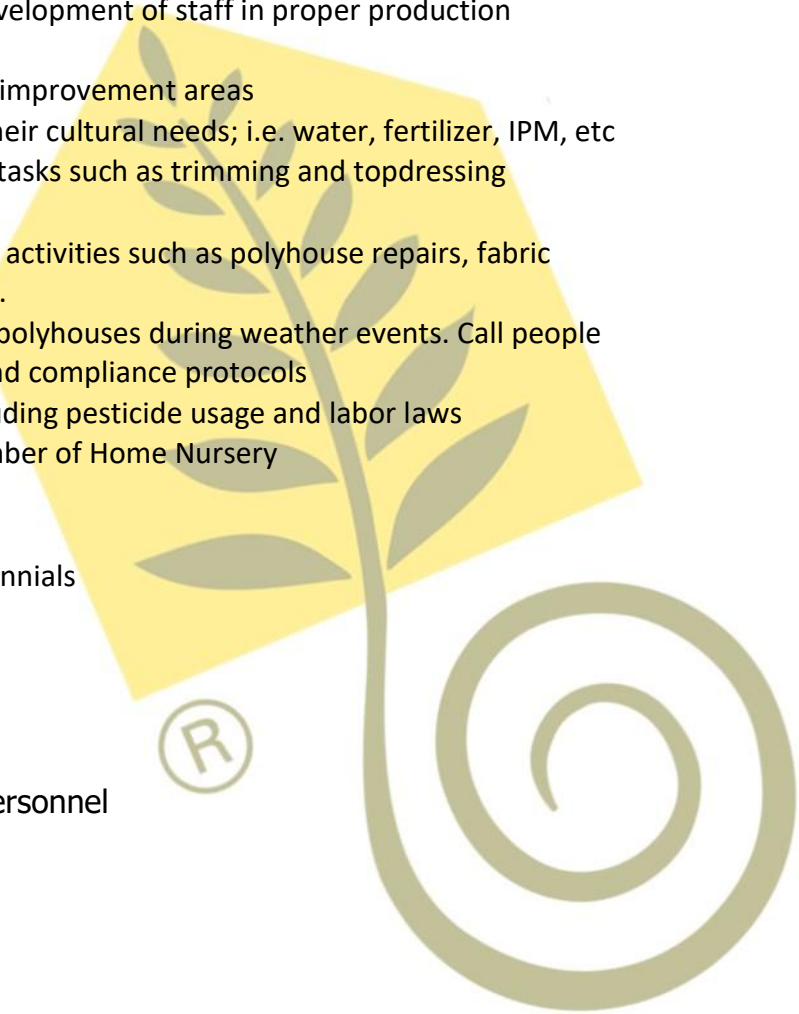
Daily direction of personnel.

Approximate crew size 2-6

- Develop the IL farm perennial production plan
- Plan and manage the perennial growing schedules
- Keep detailed records of plant growth, treatments and losses
- Oversee ordering of all perennial liners grown in IL including entering purchase orders
- Oversee production of all perennial crops, responsible for all cultural aspects of these crops in IL
- Track production costs and optimize for profitability
- Manage the IL perennial program inventory
- Collaborate with sales to meet production goals
- Participate in Grow List meeting discussions
- Create all potting reports for IL perennial crops
- Coordinates the transfers to & from TN with the TN Assistant Farm Manager & the Inventory Department
- Maintain a list of “odd jobs” that need completion in the event of an equipment breakdown or other unforeseen change of plans
- Manage personnel and labor hours in accordance with the budget
- Responsible for training, growth, and development of staff in proper production methods
- Create reports on production metrics or improvement areas
- Familiarize self with crop varieties and their cultural needs; i.e. water, fertilizer, IPM, etc
- Assist Area Growers with large seasonal tasks such as trimming and topdressing
- Assist with IPM as needed
- Monitor with growing area maintenance activities such as polyhouse repairs, fabric repairs, block cleanup, weed control, etc.
- After hours and weekend monitoring of polyhouses during weather events. Call people in as conditions dictate Enforce safety and compliance protocols
- Comply with local/state regulations including pesticide usage and labor laws
- Participate as a conscientious team member of Home Nursery
- Assist other departments as needed
- Yearly performance reviews of staff
- Participate in weekly crop walks for perennials

Toughest Parts of the Job:

- Variable weather conditions
- Coordinating work, equipment and personnel



Performance Feedback:

- Daily contact as needed
- Production goals achieved
- Quality of crop
- Annual evaluation

