

Employment Opportunities

600 NE Grand Ave.
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www.oregonmetro.gov/jobs



Blue Lake Demonstration Gardener

(Gardner I)

General recruitment

Status:	One part-time temporary position; up to 700 hours
Department:	Sustainability Center
Work location:	Blue Lake Park (21154 NE Blue Lake Road Fairview, OR)
Salary, pay range, pay:	\$17.43 hourly This position is represented by LIUNA 483 and is non-exempt
Recruitment number:	SUS-4465-Mar10Temp
Application deadline:	Open until filled. Application review will begin on March 31, 2010.

Please carefully follow application procedures at the end of the announcement.

Position summary

The person in this position will maintain Metro's Blue Lake Natural Discovery Garden at Blue Lake Regional Park in the city of Fairview, OR, (approximately 7,000 square feet of garden space) and will receive on-the-job training in the refinement or development of more specialized natural, nontoxic and sustainable gardening skills.

Essential job duties

An employee in this position must be able to perform all of the essential job duties listed below with or without reasonable accommodation; however, this list is not intended to include all of the specific tasks which an employee in this position may be expected to perform.

- Assists and works with other staff, including demonstration garden educator, rangers and maintenance staff in evaluating landscaping needs and in developing basic landscape plans.
- Fertilizes, mixes and conditions soil for different types of flowers, shrubs, trees and other plants; inspects for pests, disease and other deteriorating agents; selects and uses appropriate nontoxic herbicides and pesticides; repairs damaged trees, shrubs and flowers.
- Maintains turf areas by mowing, trimming, edging, fertilizing and spraying (natural and nontoxic sprays, if any). Plants grass by laying sod or spreading grass seed.
- Plants bulbs, trees, shrubs, flowers, native and exotic plant material; pots plants and transplants plants; maintains trees, flowers and shrubs by pruning, thinning, spraying (natural and nontoxic sprays, if any), staking and arranging; pulls weeds, rakes leaves, cleans plant beds and replenishes bark dust or other mulch covering.

- Operates three-wheel motorized vehicle, pickup truck, gas-powered lawn mower, rototiller, sod cutter, chipper, chain saw, string trimmer and edger and uses a variety of other hand tools, including sprayers, pruning saws and other garden tools; keeps all equipment clean and in proper working condition through preventative maintenance, and by making minor repairs. With appropriate training, may operate front-end loaders, tractors, backhoe, forklift, bobcat, lifts and dump trucks, or other gardening/landscape equipment necessary for performance of essential duties.
- Picks up plants and tools from nurseries, garden centers and private donors; performs other general maintenance tasks, sweeping and collecting litter from walkways, parking strips and exhibit areas.
- Inspects and repairs or replaces, when needed, interpretive signs and plant labels and restocks brochure racks.
- Installs, maintains, and repairs irrigation systems; modifies existing systems; programs irrigation timers, including drip irrigation systems.
- Participates in conservation and restoration activities for demonstration gardens or special projects by gathering and propagating seeds for native northwest plants, or working with natural areas staff on projects.
- Contributes information about horticulture activities for web page.
- Loads, unloads or moves manure, mulch, compost or other landscaping materials using tractor, front-end loader or hand tools.
- Performs landscape construction such as excavation and site preparation, drainage systems, rock walls, other retaining walls; plant material installation; prepping, edging or resurfacing pathways; compost bin or storage shed construction or repair; and fence or arbor construction.
- May participate in sanding ice and the removal of snow during inclement weather.
- Produces monthly reports indicating relative time spent on various work categories, challenges and recommendations. Tracks inventory of garden products and tools.
- Provides email updates to the toxics reduction planner and demonstration garden educator and site supervisor on a weekly basis.
- May have oversight and assist in the training of community service workers and/or volunteers.
- Performs other related duties as assigned

Minimum Requirements

Minimum one year of experience in general gardening or landscape work and sufficient education to demonstrate an ability to read and understand written instructions and regulations; or any combination of experience and training which provides the knowledge, skill, and ability required for successful performance of the essential job duties. Possession of or the ability to obtain upon hire, an appropriate driver's license. May be required to obtain state licensing as an herbicide and pesticide applicator, as assigned.

Knowledge, skills and abilities

- Knowledge of the standard practices, materials, methods, tools, and equipment used in planting, transplanting, cultivating and caring for native and nonnative trees, plants, flowers, shrubs and lawns.
- Knowledge and experience in using natural, nontoxic, sustainable techniques for addressing all aspects of landscape maintenance.
- Knowledge of proper relationship between soils and plants, plant identification, the symptoms of nutrient deficiency and excess, organic fertilizer and their use.
- Knowledge of safe, natural, organic and sustainable pest and weed control and plant disease management.
- Knowledge of organic soil management and preparation methods.
- Basic skills in the use of organic fertilizers and recognition of plant growth stages.
- Basic skills in the use of hand and power tools.

- Ability to follow oral and written instructions.
- Ability to establish and maintain effective working relationships with other employees and to meet and deal courteously with other employees and the public.
- Ability to develop more specialized skills in such areas as ornamental plant propagation and (nontoxic and natural) herbicide and pesticide use.
- Ability to use MS Word to write clear and comprehensive reports on garden maintenance and landscaping activities; ability to use MS Outlook to send and receive email communication.
- Ability to physically perform duties and perform work outdoors.

Benefits: Metro participates in the Public Employees Retirement System (PERS).

Immigration law notice: Only US citizens and those authorized to work in the United States will be hired. All new employees will be required to complete and sign an employment eligibility form and present documentation verifying identity and employment eligibility.

Equal employment opportunity: All qualified persons will be considered for employment without regard to race, color, religion, sex, national origin, age, marital status, familial status, gender identity, sexual orientation, disability for which a reasonable accommodation can be made or any other status protected by law. Assistance will be gladly provided upon request for any applicant with sensory or non-sensory disabilities.

Veterans' preference: Under Oregon Law, qualified veterans may be eligible for veteran's preference in application for Metro/MERC positions. If you are a veteran, or disabled veteran, and would like to be considered for a veteran's preference for this job, check the appropriate box on the Metro employment application. **To qualify**, veterans must provide appropriate documentation along with their application materials before the application deadline date listed on the job announcement: Veterans: Submit 1) a completed Metro Veterans' Preference form and 2) a copy of your DD-214 or DD-215 indicating discharge status. Disabled Veterans: Submit 1) a completed Metro Veterans' Preference form, 2) a copy of your DD-214 or DD-215 indicating discharge status and 3) your public employment preference letter from the US Department of Veterans' Affairs.

Application procedure

This position opens to general candidates on March 18, 2010.

To apply, submit the following

1. Metro/MERC standard application form
2. Cover letter describing your experience as it directly relates to the duties of this position

Note: If you do not include all of these materials, your application will be incomplete and will not be considered.

Submit your application

Deadline: Open until filled. Application review will begin on March 31, 2010.

E-mail: jobs@oregonmetro.gov
Please include the word "Application" in the subject line of your e-mail. Electronic attachments must be in MS Word or PDF format. We are unable to download ZIP files.

Mail or drop off: Metro Human Resources Department
600 NE Grand Ave, Portland, OR 97232

Fax: 503-797-1798

Important note about your application

- Any unsolicited materials will not be considered. All materials submitted become the property of Metro and will not be returned.

Follow-up

You can find out the status of a position for which you've applied by: (1) calling the job hotline at (503) 797-1777 and listening for the recruitment update prompt; (2) accessing Metro's website at www.oregonmetro.gov/jobs and clicking on the Recruitment Status Updates link. Weekly recruitment status updates will be posted on the job hotline and web site every Friday.

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