



Nursery Production Supervisor

- **Full Time**
- **Term: Year round**

Requirements for the position are:

- Minimum of 3 years supervisory experience to effectively supervise a team of 5 to 15 employees
- Minimum of 3 years operating equipment (forklifts, skid steer, kubota)
- Physically fit - able to be on your feet 8 hours a day & lift up to 50 pounds
- Ability to work in a fast paced environment
- Ability to work in all kinds of weather (rain, heat, snow and cold conditions)
- Ability to communicate well in English (verbal and written).
- Ability to communicate in Spanish is an asset

General Role & responsibilities include (but are not limited to):

- Organizes, participates and prioritizes the activities of the nursery production crew, following up to ensure that instructions are followed in a timely, accurate manner using proper procedures
- Responsible for coaching, mentoring and motivating the production crew on their daily tasks
- Responsible for label organization and liaising with production to ensure that the proper labels are available when needed for potting
- Coordinates activities together with the Production Manager to ensure orders are ready for pick up
- Ensures that schedules are closely followed to successfully perform the tasks required to ensure a smooth workflow in the nursery
- Ensures that all safety policies and procedures are followed
- Collaborates and cooperates with other departments to ensure that activities are conducted in the best interest of the organization
- Performs other related duties as assigned