

**Position Description
For
Native Plant Nursery Assistant**

INTRODUCTION: The RCD Native Plant Nursery Assistant is a part-time position at the Riverside-Corona Resource Conservation District (RCRCD) in Riverside, California (20 hr/week). The Native Plant Nursery Assistant will maintain the RCRCD's native plant nursery, and assist with maintenance of the Native Plant Habitat and other native plant areas within the Land-Use Learning Center.

DUTIES:

Assist with native plant propagation and general maintenance of the RCD's native plant nursery:

- Check and water nursery plants as needed
- Programming and maintenance of irrigation controllers
- Assist with seed and cutting collections for plant propagation
- Assist seed germination treatments and planting
- Assist with maintenance of irrigation system
- Repot plants, fertilize and control pests as needed
- Rotate pots/flats in nursery as needed
- Weeding pots and floors throughout nursery
- Conduct "best management practices" for general nursery sanitation
- Wash and disinfect recycled pots/crates/trays before reuse

Assist RCD Staff with the maintenance of the Land Use Learning Center which demonstrates gardens and agriculture with both native and non-native plants and local native habitats with native plants. Duties may include:

- Assist RCD staff on native plant projects
- Assist with planting and establishing new plantings of native plants
- Assist with pest control
- Assist with weeding, weed control & trimming shrubs
- Assist with irrigation installation and maintenance
- Other duties as assigned by the Natural Resources Manager and Senior Plant Restoration Ecologist

Work with any student interns and volunteers

BASIC REQUIREMENTS:

1. Experience with native plants and their care
2. Experience with general horticulture and gardening
3. Experience with identification of native plants
4. Experience with irrigation and irrigation troubleshooting
5. Experience with pest control
6. Must be able to lift 50 lbs
7. Must be able to stand, climb a ladder and bend over for long periods of time.
8. Must be able to walk on uneven terrain, stand on slopes and work outside in all types of weather
9. Must be available to work early mornings as needed.
10. Must be able to use hand tools for extended periods, with breaks
11. Must be able to follow detailed instructions given verbally and/or in written form
12. Must be able to keep detailed written records
13. At least two years of college training in botanical, horticultural, or related field
14. Must have a minimum of two years of related work experience or equivalent
15. Must have current, valid CA driver's license and clean driving record

SUPERVISION: The RCD Native Plant Nursery Assistant is under the direct supervision of the Natural Resources Manager with some direction and supervision by the Senior Plant Restoration Ecologist. The District Manager will resolve conflicts in assignments.

HOURS AND COMPENSATION:

The position is half-time with a benefit package after one-year probation. Salary range: \$15-20 per hour plus holidays, commensurate with experience.

TO APPLY:

In support of your applications submit the following three items:

- Cover letter summarizing qualifications and availability for this employment opportunity
- Resume
- Names and contact information (day time phone number, email address) of three references, at least two of which are professional/supervisory contacts

Submit applications by email or post to:

Shelli Lamb
District Manager
lamb@rcrcd.com

Shelli Lamb
District Manager
Riverside-Corona Resource Conservation District
4500 Glenwood Drive, Building A
Riverside, CA 92501