



**NRG Dewey Prairie Garden Manager
Position Description**

Texan by Nature, a conservation non-profit, and NRG Energy, a Houston-based energy company are looking for a garden manager for the new NRG Dewey Prairie Garden. The garden will provide produce to area food pantries that serve populations in need. The manager should have a passion for farming/gardening and a heart for service. This is a contract position responsible for the oversight of the garden, coordinating community volunteers, and the distribution of produce to local food pantries in the Tri-County area of Freestone, Limestone, and Leon counties. The initial garden is one-acre in size with the opportunity to expand up to 10 acres.

Location:

NRG Dewey Prairie Garden
298 Hwy 164 East,
Donie, Texas 75838

JOB SUMMARY: The Garden Manager is responsible for the 1+ acre garden located on the 10-acre property. The responsibilities include planting of seeds/plants, maintaining irrigation, harvesting produce, equipment maintenance, coordinating produce distribution, interfacing with local food pantries, communicating with program managers, and coordinating volunteers. This is a full-time contract position with Texan by Nature that does not carry benefits.

Principal Duties & Responsibilities:

- Cultivating, planting, fertilizing, weeding, harvesting plants according to a crop planting plan
- Oversee and execute all maintenance of the garden to include mowing
- Oversee processing and storage process for the garden produce
- Purchase all materials for garden maintenance and plantings
- Purchase and care for/maintain all farm/garden equipment
- Understand, manage, and maintain the irrigation system to assure crops are watered appropriately
- Coordinate and help with food distribution
- Oversee work performed in the garden—supervise and provide direction to interns/volunteers
- Provide information to public about garden through photos, articles for the newsletter, and blog posts
- Creating a strategic plan and calendar for the garden for each season and track outcomes
- Work with Texan by Nature to provide status, receive direction, and communicate needs
- Oversee the annual garden budget, reporting all billing and expenses to Texan by Nature to include a monthly report of produce delivered by weight
- Follow all plans for safety and risk management, proper/safe use of all farm equipment
- Adjust weekly farm schedule, and farm-wide policies and procedures for efficiency

- Host field trips from area school
- Contribute to the long-range planning for the garden and food production

Specialized Knowledge/Skills/Abilities:

Required:

- Knowledge of farming practices for growing crops
- Physically fit to handle the physical demands of the job
- Excellent management, communication, and collaboration skills
- Self-motivated with an ability to work independently and collaboratively with volunteers and food pantry staff as well as garden partners
- Works well with people, experience in working with volunteers
- Understanding of irrigation systems and garden equipment
- Valid Driver's License
- Must know how to drive a tractor
- Willingness to work weekends when needed or be on-call to address urgent needs of the farm

Preferred:

- Degree or Certificate in Horticulture or closely related field (AA, BS, or master gardener certification)
- TDA Pesticide Applicators License
- Propagation of plants
- Good knowledge of garden equipment including small engines, irrigation, pump equipment, and vehicles

Education/Experience:

- Minimum of High School Diploma or GED with focus in applicable discipline or related field, B.A. preferred
- Minimum of 2-3 years' experience with large scale gardening

Work Environment/Mental/Physical Requirements:

Position will require day-to-day multi-tasking and will be the person who does most of the physical labor associated with the garden. Most of the work will be on weekdays, but there may be some needed weekends work. Vacation, Sick and Holiday time is available.

- Must be able to work outdoors in all weather conditions
- Must be able to lift 60 pounds
- Must be able to drive a tractor

NOTE: This job description contains the basic requirements for the position and is NOT intended to be a complete list of responsibilities; other duties may be assigned.

Application: Please submit a cover letter and resume to Amy Snelgrove at amy@texanbynature.org