

JOB ANNOUNCEMENT



PARKS FOR ALL FOREVER™

Director, Nurseries

The Golden Gate National Parks Conservancy is the nonprofit support partner of the Golden Gate National Parks—84,000 acres of national park spanning the Coast from Olema to Half Moon Bay, including Muir Woods, Ocean Beach, Crissy Field, Sweeney Ridge, and Alcatraz. The Conservancy offers a casual working environment, accommodates flexible schedules, and offers the benefits of working at both a small and large company. The Parks Conservancy is a membership organization created to preserve the Golden Gate National Parks, enhance the experiences of park visitors, and build a community dedicated to conserving the parks forever. The six Native Plant Nurseries grow over 150,000 plants annually, to restore the complete suite of species in each plant community while building community support and connections to the Parks. We are supported by dedicated volunteers and programs that engage youth with nature, science and the park. The nurseries support the thriving ecological restoration efforts throughout all 3 counties within the Golden Gate National Parks.

Director of Nurseries Position Overview

We are seeking an inspirational and dynamic leader with a passion for plants and people; proven technical and managerial experience; and is able to work in close cooperation with multiple agency partners. The Nursery Director oversees all aspects of managing a dedicated team of nursery staff, facilities, plant production, and vibrant volunteer and youth programs. This is a permanent full time position.

Specific Duties and Responsibilities – this position requires unique abilities and experience to perform the following:

Nursery Administration

- Direct six native plant nurseries and seed collection operations. The size and program support for each nursery varies, with production ranging between 10,000—75,000 plants per year.
- Supervise, mentor, and coach 6 managers and an admin assistant; hire, train, and evaluate their technical skills, volunteer management and education program delivery.
- Provide technical expertise in propagation and growing practices, nursery facility management and operations.
- Support the nurseries as they collect propagules and grow species native to the park.
- Ensures highest professional quality standards, current IPM and sustainability principles are followed.
- Oversee continued development and application of the Nursery Inventory and Protocol Database with support from Database Administrator.
- Assure that nursery classes presented to staff, interns and volunteers through Park Academy are of the highest standards.

- Serve as Nursery Program liaison to agency partners, and provide nursery and horticultural technical support in project planning and vision setting.
- Provide nursery program information to Conservancy design staff for development of marketing and website materials related to nursery programs. Assure that all nursery management safety policies are implemented, that all safety equipment and supplies are available, and that proper training is provided.

Community Engagement

- Supports nursery staff, and works closely with the Conservancy's Directors of Park Stewardship, Volunteer Management and the Crissy Field Center in the areas of volunteer management, community engagement and education program development and delivery.
- Maintains and grows professional network, partners and community stakeholders through workshop and conference participation.

Financial Administration

- Provide information to Conservancy Finance Department and department business manager to develop and budgets, contracts and agreements.
- Manages expenditures to assure program is within budget.

Facilities Management

- Participate with Conservancy design professionals to define needs and technical requirements of new facilities or improvements to existing facilities.

Specific Requirements and Qualifications

- B.S. Degree in Nursery Management or Horticulture or demonstrated equivalent
- 5+ⁱ years of demonstrated successful experience and passion for nursery management and growing plants for habitat restoration;
- Supports the goals of the Conservancy and demonstrates a history of teamwork, respect for colleagues, volunteers, students and the public with a positive and constructive work ethic.
- Has extensive experience with native plants, integrated pest management (as applies to nursery management), plant propagation, and seed collection.
- 3 years of successful personnel management; directing employees, assuring the highest performance, supporting their professional development, and an ability to build a supportive and effective team.
- Demonstrated experience in volunteer management.
- Ability to obtain a State of California Qualified Applicators Certificate or License
- Has proven track record of demonstrated leadership skills. Has exhibited confidence in self and others; inspired and motivated others to perform well; able to think outside the box for new and effective methods, programs, facilities and projects and can express those ideas in a compelling manner.
- Possesses strong communication skills. Speaks clearly and effectively, is thoughtful, persuasive; writes clearly and informatively; varies writing style to meet needs.
- Has demonstrated experience in providing sound and accurate judgment. Can clearly explain reasoning for decisions; includes appropriate people in decision-making process; demonstrates persistence and overcomes obstacles; takes calculated risks to accomplish goals.
- Competent in the use of Microsoft Office, especially including Word, Excel, Access, PowerPoint and Publisher

- Valid Driver's License and excellent driving record

Desired Requirements

- Understands nursery inventory management sufficiently to provide leadership in continued development of our inventory, collection and propagation protocol database.
- Understands business implications of decisions; aligns work with strategic goals.
- Understands the costs and needs required to manage a nursery and programs sufficiently to provide input to our accounting department.
- Ability to learn how to access information from various database systems used within the Parks Conservancy

Work Environment

- Work is performed in an office and outdoor setting
- Work requires some standing, walking, hiking and physical labor.
- Work requires squatting and kneeling
- Regularly sits at a computer station and operates electronic equipment 6 to 8 hours per day
- Occasionally lifts, carries and positions objects weighing up to 25 pounds

Compensation

This is a full time, benefited position. The salary range for this position is between 70k-80k depending on experience.

To Apply

Email you thoughtful cover letter and resume to Sharon Farrell, sfarrell@parksconservancy.org. No phone inquiries please. More information about the organization and nurseries can be found at www.parksconservancy.org. Submissions for the position will be accepted until **April 10th**, 2014. Desired start date is early June 2014

The Golden Gate National Parks Conservancy endeavors to build a staff which reflects the diversity of our community. All qualified applicants encouraged to apply.

ⁱ 10+ years is desired