



*Washington Association of Conservation Districts*  
**PLANT MATERIALS CENTER**

16564 Bradley Road, Bow, WA 98232 360-757-1094 [www.wadistricts.org/plant-materials-center.html](http://www.wadistricts.org/plant-materials-center.html)

## **Assistant Nursery Manager Position Announcement**

**Terms:** Permanent non-exempt full-time position (40 hours per week), with benefits

**Salary:** \$45,000 to \$55,000 depending on experience

**Deadline to apply:** Until Filled

### **Introduction:**

The Washington Association of Conservation Districts' Plant Materials Center (PMC) provides high quality conservation grade plants, shrubs and services that benefit natural resources. The 60-acre non-profit bareroot nursery, located in Skagit County, produces over 70 species of quality conservation seedlings and cuttings. Many species are available as a 1 or 2-year seedling or as a transplant. Contract growing is available to clients requiring specific species and stock type. The PMC is staffed by five full-time professionals and hires contract employees during the harvesting season and at other times of the year.

We are seeking a full time, experienced grower/assistant nursery manager for our native plant nursery in Bow, Washington. This is a unique opportunity for the right individual to join an established operation serving the needs of conservation organizations throughout the Pacific Northwest. The ideal candidate will have a college degree in horticulture, at least 3 years or more experience working in a bare root nursery. In addition, the candidate must be detailed oriented, organized, team oriented, and an exceptional communicator with and demonstrated people management skills. The Assistant Nursery Manager will report directly to the PMC Manager.

**Duties:** The Assistant Grower will need to become well versed in all of the horticultural practices employed at the PMC and take a lead role in accomplishing those tasks. They include, but are not limited to:

- Spraying – The Assistant Nursery Manager will need to obtain a Washington State Private Applicators License within 6 months of hire.
- Root Culturing.
- Seed Collection and Processing.
- Irrigation Management.

- Nutrient Management, including soil sampling.
- Researching new species and new techniques, and helping to develop field trials to evaluate their potential.
- Work with the Nursery Manager to review production practices, review alternatives, and develop and conduct field trials to evaluate them.
- Assist with other general field practices, including operating tractors, a wheel track rototiller, fertilizer spreader, sawdust spreader, seed drills, and rototiller.
- Contribute to newsletters and other publications.
- Assist with the preparation of quarterly reports to the WACD Board of Directors.
- Present nursery management information to the WACD Finance Committee, Board of Directors, and PMC Advisory Group.
- Work with PMC staff, WACD Finance Committee, and PMC Advisory Committee on business planning.
- Other Duties as Assigned.

#### **Skills, Knowledge, and Abilities:**

The ideal candidate will have a 2-year degree or higher in horticulture, and at least 3 years' experience in a bare root nursery. Alternative combinations of education and experience will be considered.

The position **requires** the following skills/knowledge/experience:

- Good work ethic and a team player
- Excellent communications skills, both verbal and written
- Seedling production
- Native plant ID
- Nutrient management
- Irrigation management
- Disease and pest management
- Ability to get WSDA Private Pesticide Applicators License
- Seed propagation
- Supervisory skills
- MS Office
- Conversational Spanish a plus

**Benefits:** WACD offers a comprehensive benefits package including paid vacation, holidays, sick leave, medical and dental, and support for training.

**To apply for this position:**

Applicants must provide a cover letter, resume, and a list of three professional references.

**Please email application materials to:** Lori McLaughlin: [wacd@ncia.com](mailto:wacd@ncia.com)

For more information contact Lori McLaughlin at 360-757-1094