

GREENLEAF NURSERY, PARK HILL PROPAGATION
SUPERVISORY RESPONSIBILITIES

- Manage crew of 17-20 employees
 - Ensure employees are working efficiently
 - Motivate employees to take pride in their work
 - Make foremen and crews aware of possible safety hazards
 - Maintain a positive safety culture
 - Manage labor in order to complete required tasks in the least amount of time possible
 - Conduct evaluations of employee performance and proper compensation
 - Ensure employee hours and piece work are tracked and reported accurately and correctly
 - Constantly teach correct propagation techniques to new and old employees
 - Provide the correct equipment to employees in order to perform job tasks efficiently and safely
 - Manage personal relationships among crew members in order to maintain efficient working crews

- Facilitate the flow of cuttings from the field to propagation area
 - Locate optimal cutting location for all varieties
 - Maintain constant communication with shearing supervisor to take cuttings while maintaining optimal quality of saleable crop

- Maintain constant communication with Liner Grower to ensure houses are ready for sticking in advance of cutting a crop (plastic, shade, tray size, media, mist lines, etc.)
- Oversee the timely transport of cuttings from field block to mist bench
- Prioritize varieties for optimal cutting date throughout the year with quality of the entire crop in mind
- Oversee any hormone applications required for cuttings
 - Make sure correct hormone and concentration is used for each variety
 - Ensure hormones are diluted and applied correctly and safely
- Conduct regular crop evaluations within the propagation area as well as among stock plants
- Constantly maintain inventory of all plants in propagation area
 - Evaluate propagation beds for numbers of plantable liners year-round
 - Anticipate crop shortages in order to propagate additional plants
- Constantly manage use of all bed space within propagation area
 - Decide most efficient use of propagation space for all varieties including ground bed spacing, tray size, minimum number of required cuttings, etc.
- Manage material and equipment purchasing and handling
 - Assist purchasing in finding cheapest/best source of prop equipment
 - Includes: cell trays, media, small tools, mist lines/heads, hormones, dilution materials, solenoids, miscellaneous irrigation parts, shade cloth, tagging, shipping materials, etc.

- Oversee the handling and storage of equipment in order to get maximum usage over time
- Monitor all aspects of quality control in propagation area
- Work with supervisory staff in propagation and maintain a team environment
- Stay current on propagation techniques and processes within the industry
 - Maintain communication with other propagators within the company
 - Attend professional meetings
- Ensure stock block inventory meets cutting needs
- Constantly stay aware of varietal and inter-varietal mixes on the nursery that need to be addressed