

STUDENT LABOR POSITION DESCRIPTION

Agriculture and Natural Resources

Most Recently Updated 08/07/02

Position Title: Student Manager, Horticulture
Must work 15 hrs/wk.

I. Grade Level: 6

II. Description:

A. The following are the essential duties for a in the Department:

1. Supervise daily operation of the Greenhouse, Rental Plants, and Garden area
2. Train student workers
3. Organize student workers
4. Supervise student workers
5. Help to plan yearly operation of Greenhouse, Rental Plants, and Garden
6. Keep records
7. See that the workplace and environs are clean
8. Performs other job-related duties as assigned.

B. The following are *possible additional* duties for this position:

- 1.
- 2.
- 3.
- 4.
- 5.
6. See that the workplace and environs are clean.

III. Learning Opportunities:

A. Develop the attributes appropriate to Grade 6 positions: an understanding of leadership in community con development of responsible autonomy; ability to transmit values and interpretations to others; confidence of self-knowl and value commitments; living the values of Berea's commitments

- B.** Management and supervisory skills
- C.** Training skills
- D.** Labor planning
- E.** Enterprise management, including taking responsibility for an entire area of operations within department
- F.** Priority setting
- G.** Facility and equipment management
- H.** Taking a bigger role in decision making than in previous job grades

IV. Basic Qualifications:

A. General: Excellent experience solving problems and supervising students

- B. Skill:** Have learned skills by advancing through grades in department and specializing in specific a supervisory skills
- C. Physical:** Mobile, able to lift 25 lbs.
- D. Academic:** ANR major or minor

V. Desirable Qualifications:

- A.**
- B.**
- C.**

VI. Narrative Summary:

Student supervised the daily operation of Greenhouse, Rental Plants and Garden under direction of Manager and Director. Student trained, organized and supervised student workers; kept records, and helped to plan yearly operation of Greenhouse, Rental Plants, and Garden.