City of Portland **Multiple**

Horticulturist

FLSA Status: Covered
Bargaining Unit: District Council of Trade Unions (DCTU)

General Summary

Positions in this broad class care for, install, inspect and cultivate plants, and design plantings.

Horticulturist, Apprentice - 30000251

Distinguishing Characteristics
The apprentice level of this class typically assists with and learns to perform the full range of horticulturist tasks under the instruction of a journey Horticulturist and as active participant in Apprenticeship Program.

Typical Duties/Examples of Work

1. Assists in and learns to perform the full range of horticulturist tasks.

2. Assists in and learns to direct work of crews or work groups.

3. Performs related duties as assigned.

Required Knowledge, Skills and Abilities
Knowledge of: basic horticulturist operations

Ability to: communicate effectively; read and follow instructions

Special Requirements
Valid state driver's license

Classification History:
Adopted: 2-03-99:
Class created as a result of DCTU Classification and Compensation Study 1998-99. This class is composed of the following classes:
1286 Gardener Apprentice Adopted 01-16-79
Revised: 2-19-08 updated lifting requirements in working conditions
June 2009 - Change Job Class number from 4113 to 30000251, due to system change.

Horticulturist - 30000252

Distinguishing Characteristics

The journey level of this class typically performs all class duties. It is distinguished from the Parks Technician class by its specialized focus on and knowledge of horticulture, including such activities as species selection, planting design, landscape installation, plant propagation and production, and specialized pest management.

Typical Duties/Examples of Work

1. Applies horticultural knowledge and skills in care and cultivation of plants and planted areas; implements proper pruning techniques for wide array of plant material.

2. Analyzes plant and landscape conditions; diagnoses problems, assesses needs, selects and applies pesticides and fertilizers.

3. Works with, organizes the work of and oversees seasonal workers, volunteers, neighborhood groups and others in horticultural activities.

4. Designs, selects, plants and installs landscaped areas; designs and installs irrigation systems; propagates and produces plants; interprets and works from plans.

5. Cares for special plant collections.

6. Manages and administers horticultural, irrigation, maintenance, nursery, training and pest management projects and related contracts; reviews work of contractors to ensure compliance with specifications and standards.

7. Maintains records, supplies and equipment; determines materials needed.

8. Plans and organizes assigned job; estimates time, materials and equipment; orders and purchases materials; coordinates job activities with other personnel; reviews plans and specifications; and confers with designers, technical staff and inspectors on suggested changes and modifications.

9. As assigned, directs work of crews or work groups; responsible for worker or volunteer safety, review work, and provides training and guidance in duties.

10. Performs related duties as assigned.

Required Knowledge, Skills and Abilities

Knowledge of: horticultural principles and practices; plant materials used in region and their uses and needs; landscape design and maintenance; irrigation system design, maintenance and troubleshooting; pest management principles, practices, safe techniques and applicable laws; plant production procedures

Ability to: communicate effectively, orally and in writing; work effectively with co-workers in a diverse workforce, and respond appropriately to questions/concerns from other employees and the public; work constructively in a team; train, oversee and direct the work of volunteers, temporary or seasonal workers

Skill in: safe and effective application and operation of tools and equipment of horticulture and landscape maintenance; diagnosis and proper management of pest problems, pesticide application with powered equipment; project management, planning, budgeting, execution; inspecting and evaluating landscapes and design; minor repair of equipment and tools; plant production techniques

Special Requirements

Valid state driver's license; pesticide applicator license with insecticide, herbicide and fungicide endorsements; aquatics endorsements desired.

Classification History:
Adopted: 2-03-99:
Class created as a result of DCTU Classification and Compensation Study 1998-99. This class is composed of the following classes:
4113 Gardener Adopted 12-16-75
Revised: 2-19-08 updated lifting requirements in working conditions
June 2009 - Change Job Class number from 4114 to 30000252, due to system change.

Horticulturist, Lead - 30000253

Distinguishing Characteristics

The lead level of this class typically performs all class duties and in addition serves as a lead worker. It is distinguished from the Horticulturist class by the lead assignment. Note: This is a premium pay class for assignment of lead duties. Employees do not accrue seniority or obtain status in this class. Employee is assigned from a base class.

Typical Duties/Examples of Work

1. Plans, schedules and coordinates work; determines resource needs of work group; directs work of a crews or work groups.

2. Reviews the work of and provides training and guidance to assigned staff.

3. Performs related duties as assigned.

Required Knowledge, Skills and Abilities

Knowledge of: effective principles and practices of leadership

Ability to: schedule and assign the work of others

Skill in: safe providing training to others; providing lead direction to staff, including assigning and reviewing work

Special Requirements

Valid state driver's license; pesticide applicator license

Classification History:
Adopted: 2-03-99:
Class created as a result of DCTU Classification and Compensation Study 1998-99.
Revised: 2-19-08 updated lifting requirements in working conditions
June 2009 - Change Job Class number from 4115 to 30000253, due to system change.

Working Conditions

Work in this class is typically performed in a field environment. Incumbent is required to lift up to 75 pounds; to work outdoors in all weather conditions; negotiate rough terrain and uneven ground; to work in and around traffic; to handle, and be exposed to hazardous materials; to operate power tools and equipment.