



## The Gardenista

### **Job Description: Crew Lead**

Be a leader in the office and out in the field. You love working with people and are quick to lend a hand. You delegate tasks efficiently and are capable of lifting up to 50 lbs without assistance. Comfortable with making decisions for the team when appropriate or if manager is unavailable.

A crew lead manager has a wide range of responsibilities, including:

#### **Requirements:**

- You have one year experience as Gardenista lead gardener.
- You have excellent time management and organizational skills
- Can quickly adapt and mobilize team when needed.
- You know G-suite and have basic computer skills.
- You work well with people and have outstanding interpersonal skills.
- You efficiently and effectively delegate tasks.
- You are comfortable with giving criticism and praise.
- You have well developed communication skills.
- Demonstrates a keen eye for design and aesthetics.

#### **Responsibilities:**

- Mobilizing and directing crew between sites when necessary.
- Orienting field team to new gardens.
- Managing team on site for new projects.
- Giving quarterly reviews to field team in concert with project manager
- Working as a cohesive unit with the project manager and CEO .
- Creating and adjusting schedule for maintenance and refreshes.
- Collecting time cards and allocating time for necessary tasks in calendar
- Acting as the face of the company to existing clients.
- Fulfilling the duties of project manager when necessary.
- Other tasks as instructed.

To be considered for this position, please email your cover letter and resume to [careers@thegardenista.net](mailto:careers@thegardenista.net).

The Gardenista employees have Respect – for self and others: We work to our potential and make sound, healthy decisions. We empathize with others. We practice kindness and compassion. We celebrate differences as strengths. We are active members of a community and live by our values.

Equal Employment Opportunity: The Gardenista believes that equal opportunity for all employees is important for the continuing success of our company. We will not discriminate against employees or

applicants for employment on any legally recognized basis including, but not limited to: veteran status, marital status, physical or mental disability, race, age, color, religion, sex, sexual orientation, pregnancy, or national origin. This policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, benefits and training.