



Facilities and Farming Assistant Job Description

JOB SUMMARY

Under the direction of the Coordinator of Innovation and Farm Lab Development and the Lead Farmer, is responsible for all site custodial needs and supporting all farming operations at Encinitas Union School District's Farm Lab.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Support Lead Farmer with irrigation, weeding, orchard and native garden maintenance, composting, harvesting, pest management, seeding, greenhouse propagation, general farm maintenance, and record keeping.
- Prepare and plant beds per the crop plan.
- Support with landscaping, tree care and chicken care.
- Support with raised bed care and vermicomposting.
- Perform all custodial functions required to maintain site buildings (interior and exterior) and adjacent grounds areas, including sweeping and mopping floors and decks, dusting, cleaning restrooms, painting, periodic deep cleaning, washing windows and walls.
- Order custodial supplies, as needed.
- Inspect buildings and grounds for damage, needed repairs, security and safety hazards and report to the supervisor.
- Maintain equipment, organization, and safety protocols.
- Perform other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Methods and equipment used in regenerative organic farming
- Methods, materials, and equipment used in custodial and groundskeeping
- Light maintenance work
- Requirements for maintaining school buildings in a safe, clean, and orderly condition
- Interpersonal skills using tact, patience, and courtesy
- Correct English usage, spelling, grammar, punctuation, and arithmetic

Ability to:

- Perform strenuous farming tasks, including lifting, carrying and digging
- Use farming equipment
- Make accurate mathematical calculations

- Work collaboratively and solve problems
- Maintain records and be able to complete reports
- Understand and carry out written and oral directions
- Maintain regular and consistent attendance

EDUCATION AND EXPERIENCE

- Equivalent to the completion of 12th grade
- One to three years of farming experience
- Experience in custodial, grounds or related work preferred

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, talk and hear. The employee is frequently required to use hands and fingers to handle or feel objects, tools, and/or controls. The employee is required to sit; reach with hands and arms, push, lift and carry supplies and equipment; to taste and/or smell, stoop, kneel, crouch, and/or crawl.

The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 100 pounds with assistance, and occasionally lift and/or move more than 100 pounds with assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Range: 10

Board Approved: April 12, 2022