Native Seed and Plant Procurement Supervisor

Job Reference Number
16-0077

Job Type
Professional

Schedule
Casual

Job Location
North America; United States; Indiana

Job Summary
Cardno is a professional infrastructure and environmental services company, with expertise in the development and improvement of physical and social infrastructure for communities around the world.

Cardno is seeking a Native Seed and Plant Procurement Supervisor in our Walkerton, IN office.

The employee in this position will be expected to perform a wide range of tasks on and off the nursery. The primary responsibility for this position will be supervising the collection and cleaning of native seed, supervising the extraction of submersed aquatics and harvesting and processing of cuttings of native shrub and tree species.

This person will be responsible for safe transport/navigation to multiple locations for collection of multiple species of seed, plant extractions and cuttings harvesting while supervising others. Collection techniques, methods, and equipment use will utilize according to site conditions and species being collected and consistent with OSHA compliance guideline for any such equipment. Tools and techniques. The Manager of Seed & Plant Procurement will work intensely with seed supervisor to instruct and convey expectations, break even analysis, specific site features and locations, species identification information, collection techniques and other aspects/intricacies of efficient seed collection & plant procurement.

Professional performance and behavior while independently supervising, motivating, and mentoring the daily performance of employees is expected during any activity. Field data/information provided to supervisor will be carried daily and utilized to access team performance and feasibility of assigned task, which manager will be in contact via cell phone to discuss, mentor and assist supervisor with go/no go decisions from field. The performance of supervised employees, the value (economic profitability/quality) of seed collected, plants and cuttings collected/extracted including processing, cleaning, of seed, bare root plants and cuttings will weigh heavily on the position performance rating.

Responsibilities include but are not limited to:

> Supervision of level 1 and 2 seed collectors.
> Direct reporting and interacting with seed manager.
> Collection of high quality multi-diverse native seed in efficient manor.
> Daily monitoring of “break-even” status of seed being collected.
> Application and utilization of collection techniques and monitoring methods as instructed by seed manager.
> Safe and professional travel from multiple on/off seed collection sites.
> Seed data handling, seeds proper tagging, layout, follow-up, bagging.
> Perform and supervise plant rescue extraction.
> Teaching and mentoring use of rite-n-rain information site/species.

**Key Responsibilities**
Please see above

**Other Requirements**

**Basic Requirements:**

> Botanical experience.
> Supervisory experience.
> Taxonomic skills.
> Efficient use of time and labor.
> Knowledge of seed maturation stages.
> Seed cleaning, processing, and testing knowledge.
> Licensed chauffeurs certificate and insured driver's license.
> Remote site navigation and orienteering with GPS units and maps.
> Data collection, excel spreadsheet experience.
> Tolerance to outdoor elements (heat/cold, rain, mosquitoes).
> First aid, CPR certification application/training.

* Please Note that selected candidates will be required to pass a drug, background and reference screening.

Cardno is an equal opportunity and affirmative action employer

**EEO/AA/M/F/V/D**

**Employee Benefits**
Cardno offers a competitive salary and benefits package.

**Contact**
Any questions regarding the role can be submitted via the online form once you click apply

**Apply**

**Equal Opportunity statement for US based applicants**

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*EEO is the Law link*
*Pay Transparency Policy*