



Greater Lansing Food Bank (GLFB) is seeking an individual to fill the role of **gardens & greenhouse specialist** as a member of our garden project team. The position is responsible for working within our network of community gardens and greenhouses to provide regular garden and equipment maintenance and training. A passion for our mission of feeding people who are in need is important for a fulfilling work life.

This is a full-time (40 hours weekly), non-exempt position located at our Bath, MI distribution center (offices) and sites throughout the Greater Lansing area. Work hours are generally during normal business hours, Monday through Friday, with occasional evening and weekend hours during spring and summer.

Position Details

Date: February 2024

Title: Gardens & Greenhouse Specialist

Classification: Full time, non-exempt

Reports to: Garden Project Manager

Location: Bath, MI & Greater Lansing Area Sites

ESSENTIAL FUNCTIONS

- Identify maintenance needs for the network of Garden Project community gardens and equipment- provide necessary repairs or work with GP manager to address needed repairs
- Assist in garden site planning, preparation and soil health management for current and future garden sites utilizing a 43 hp Kubota tractor
- Oversee day to day greenhouse operations and supervise the propagation process of 43,000 vegetable transplants annually
- Provide training to volunteers, interns, staff, and community members related to technical skills, greenhouse production, small engine repair, and garden equipment handling
- Facilitate groundskeeping needs/delegation of tasks and work with garden project team members to address garden support needs
- Work with GP manager on purchasing new equipment as needed

QUALIFICATIONS

- Gardening/horticultural knowledge and ability to share helpful garden practices with others is preferred
- Ability and patience to comfortably interact with individuals from diverse cultural, socio-economic, and ethnic backgrounds
- Strong organizational skills, internal motivation and a self-starter with excellent follow-through
- Proficient in Microsoft Office Suite
- Experience with operating garden equipment (tractor & tillers), power tools and hand tools
- Can lift and move up to 40 pounds with reasonable accommodations
- Knowledge on maintaining a fleet of small engine garden equipment, including weed whips and mowers
- Must have valid driver's license and reliable transportation; will be required to drive company vehicles
- Must be able to pass a criminal background check with clean driving record

Compensation and Benefits:

GLFB offers a competitive compensation package, including medical/dental/vision insurance, 401k, vacation leave, sick leave, and paid holidays.

To apply

Please send cover letter, resume and salary requirements to Rebecca Kline, HR Manager at rebecca@glfoodbank.org. For additional information, please visit www.glfoodbank.org. Position remains open until filled. EOE. No phone calls please.

About Greater Lansing Food Bank

Founded in 1981, Greater Lansing Food Bank (GLFB) is a highly visible non-profit organization that provides food assistance to individuals and families in need in Clare, Clinton, Eaton, Gratiot, Ingham, Isabella and Shiawassee counties. Food is distributed through specialized services and an extensive network of food pantries, shelters, community kitchens and mobile distributions throughout the seven-county service area.

GLFB is committed to fostering, cultivating and preserving a culture of equity, diversity and inclusion. We embrace and encourage our employees' differences in age, color, disability, ethnicity, family status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status and other characteristics that make our employees unique.