

#6

COMPLETE

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Page 1: Classified Position Request Form

Q1

Please enter the following:

Department	Ornamental Horticulture
Position Title	Ornamental Horticulture Assistant, Senior
Salary Range	Range 31
Annual Salary at Step B*	\$47340
Hours/week and # of months (e.g., 10-month, 11-month, 12-month)	12 month

Q2

Replacement for a funded (vacant) position

What type of position is being requested?

Q3

Please attach the description for the position classification (contact GCCCD Human Resources to obtain this).

31 - ORNAMENTAL HORTICULTURE ASSISTANT SENIOR.docx | Removed (file is corrupt)

Q4

What are the actual duties and responsibilities that are specific to this requested position that you would like to highlight to help the Classified Hiring Priorities Committee understand the need for this position?(200 words or less)

Assist in operation and maintenance of ornamental horticulture facilities including, departmental budget, inventory, sales, and public relations. Perform design, installation, maintenance, and scheduling of all irrigation systems for container, nursery stock, and OH landscape areas. Perform planting, fertilizing, mowing, edging, trimming, pruning, weeding, fertilizing and watering of OH lawns and grounds. Prepare landscaped areas for planting; assist in determining appropriate plant species based on growth requirements appropriate to the site, soil, climate and preference for drought tolerate plant materials. Determine fertilizers, soil amendments and mineral additives needs for planted areas and fertilizer injectors for seasonal and plant requirements. Repair and maintain irrigation systems: sprinkler lines, pipes, valves, sprinklers and other parts as necessary. Check sprinkler systems to ensure proper and efficient operation. Install, maintain, adjust and repair solar and electric irrigation controllers, and control valves; use current irrigation management methods to adjust the amount of water consumption and prevent waste and storm water runoff. Perform pest, disease, weed monitoring and control for the OH greenhouse and landscape. Identify pests, diseases, and weeds for control; select, mix and apply pesticides to control weeds, disease, or insect infestation; determine appropriate times to apply; follow applicable laws and regulations associated with pesticide application.

Q5

Please address the following: How are the duties of the requested position currently being performed, if at all? How does the lack of this position impact the program or service area? What impact, if any, have frozen or vacant positions within the department had on services or staff workload? (200 words or less) (Rubric Criteria 1)

The position's duties are being partially performed by administrative staff and full time faculty on a critical care basis only. The OH grounds in the south west corner of the campus are currently in an unsafe condition because of the lack of regular maintenance. Following a return to in-person services on campus, OH administrative staff and faculty will no longer be able to perform the maintenance functions belonging to this position. Normal and safe function of curriculum delivery, especially lab class meetings, and safe condition of the OH grounds, approximately 9 acres, will not be provided if the position remains vacant.

Q6

How has the program/service area changed over the most recent five academic years and/or how is it expected to change within the next five years (i.e. growth, additional services, increased workload and reorganization) that warrants this position? **Please use both quantitative and qualitative data including, but not limited to: enrollment and productivity data, staffing or other studies, surveys, volume of students or employees served, total comp time accrued, number of hourly/intern/volunteer/work-study, and services provided.** (200 words or less) (Rubric Criterion 2)

The OH program has grown over the past 3 years, and the completion of new buildings will occur in 2021. Approximately half of OH's 9 acre field site has been demolished as a result of the construction and requires landscape design, installation and maintenance. This frozen vacant position was filled before these changed circumstances, and utilized multiple student interns and volunteers to assist with required duties. The OH nursery employed about 10 student interns; 3 to 5 student interns assisted with landscape maintenance. Another 8 to 12 persons perform as teaching assistants. All of these groups support and interact with this position.

Q7

Which of the College's strategic priorities will this position most directly support? Note: Selecting more than one strategic goal will not impact the Classified Hiring Priorities Committee rating of the position.

**Student Validation and Engagement,
Organizational Health**

Q8

Please explain how the requested position will support the college strategic priority(ies) identified above. (200 words or less) (Rubric Criterion 3)

Multiple OH student groups support and interact with this position; it provides for student safety in lab class meetings. The position contributes to organizational health through proper maintenance of materials, equipment and the field site, as well as maintenance of an inventory of same, needed for replenishment procurement.

Q9

How will the position impact the ability of the program or service area to innovate and meet changing needs? (200 words or less) (Rubric Criterion 3)

Continuing education requirements and previous industry experience of the person holding the position augments the OH program's ability to innovate and meet current industry needs. The position is essential to maintain the college's investment in the equipment, materials, field site and related items and to maintain a safe learning environment for OH students.

Q10

Please confirm that you have discussed this faculty position request with the dean or manager and that you understand that deans and managers will be providing feedback to help inform the prioritization process.

Yes, I have discussed this position request with the Dean or Manager
