

## I. DESCRIPTION OF WORK

Positions in this banded class are responsible for the cultivation, maintenance and promotion of plants, turf or a plant collection in an assigned program or geographical area of a university. Positions in this class observe and diagnose structural and horticultural problems. Work includes installation of all new plant material following plans and/or approved horticultural/grounds practices and procedures; maintaining the beds including pruning, weeding, mulching, fertilizing and spraying of plant material, which may include pesticides. Work may require knowledge of a unique and unusual collection of plants, impacting the cultivation and maintenance of the plants. Positions may maintain detailed records of plant species, including research on the design and maintenance of such plants. Positions may prepare and maintain special beds, participate in landscape design and construction, supply and arrange special foliage for events, maintain indoor foliage, or promote knowledge and understanding of the plants. They may install and maintain systems in the greenhouse or assigned geographical area. Work requires the use of special tools for cultivation, maintenance and transportation of plants.

## II. ROLE DESCRIPTIONS BY COMPETENCY LEVEL

Contributing	Journey	Advanced
Positions at this level participate in the cultivation, maintenance and promotion of plants, turf or a plant collection under specific guidelines. Positions observe and report structural and horticultural problems; install new plant material following specific plans; maintain the beds. Maintains detailed records of plant species. May prepare and maintain special beds, participate in landscape design and construction, supply and arrange special foliage for events, maintain indoor foliage, or promote knowledge and understanding of the plants. May maintains parking lots, trees and shrubs, roads and walkways, and irrigation systems. Work may require some knowledge of a unique and unusual collection of plants.	Positions at this level are responsible for the independent cultivation, maintenance and promotion of plants, turf or a plant collection in an assigned program or geographical area of a university. Positions in this class observe and diagnose structural and horticultural problems. Work includes installation of all new plant material following plans and/or approved horticultural/grounds practices and procedures; maintaining the beds. Work may require knowledge of a unique and unusual collection of plants, impacting the cultivation and maintenance of the plants. Maintains detailed records of plant species, including research on the design and maintenance of such plants. May prepare and maintain special beds, participate in landscape design and construction, supply and arrange special foliage for events, maintain indoor foliage, or promote knowledge and understanding of the plants. May serve as a technical expert or resource to others. May install and maintain systems in the greenhouse or assigned geographical area.	Positions at this level serve as a crew leader, or as an expert in observing and diagnosing structural and horticultural problems associated with the plant or tree collection. Work requires thorough knowledge of a unique and unusual collection of plants, impacting the cultivation and maintenance of the plants. Reviews records including research on the design and maintenance of such plants. Plans and implements projects.

**III. COMPETENCIES**

Competency	Definition
<b>Knowledge-Technical</b>	Technical skill or knowledge in a specific technical area(s) and the ability to keep up with current developments and trends in areas of expertise. May be acquired through academic, apprenticeship or on-the-job training or a combination of these. NOTE: Where more than one area of technical knowledge is required, more than one Knowledge competency may be listed or specific needs may be documented in competency profile.
<b>Coordination-Work</b>	Ability to follow instructions through a standard work process; perform routine tasks; check work for accuracy before completion of tasks.
<b>Data Collection</b>	Ability to observe, monitor, collect, and record data; assess accuracy, validity and integrity.
<b>Communication</b>	Ability to communicate information to individuals or groups; deliver presentations suited to the characteristics and needs of the audience. Ability to clearly and concisely convey written information orally or in writing to individuals or groups to ensure that they understand the information and the message. Ability to listen and respond appropriately to others.
<b>Leadership</b>	[Crew leader] Ability to establish expectations and clear direction and expectations to meet goals and objectives of on-going work for a group of employees. Ability to motivate and engage employees through effective communication.

Note: Not all competencies apply to every position/employee; evaluate only those that apply. Competency statements are progressive.

**IV. COMPETENCY STATEMENTS BY LEVEL****Knowledge-Technical**

Technical skill or knowledge in a specific technical area(s) and the ability to keep up with current developments and trends in areas of expertise. May be acquired through academic, apprenticeship or on-the-job training or a combination of these. NOTE: Where more than one area of technical knowledge is required, more than one Knowledge competency may be listed or specific needs may be documented in competency profile.

Contributing	Journey	Advanced
<p>Basic knowledge of plant maintenance procedures used in landscape installation and grounds maintenance.</p> <p>Ability to identify problems and notify higher level technician or supervisor.</p> <p>Ability to perform routine/standard tasks using assigned tools, equipment, and vehicles.</p> <p>Ability to perform assigned tasks in the safe application of various chemicals, pesticides, and nutrient supplements.</p> <p>Basic knowledge of the plant species in the geographical area to which assigned; ability to learn and recognize common diseases, nutritional issues and pests that pose a threat.</p> <p>Ability to perform assigned tasks using standard horticultural practices and basic hand and small-powered equipment.</p>	<p>Working knowledge of plant maintenance procedures used in landscape installation and grounds maintenance.</p> <p>Ability to observe plants and identify plants and plant problems, assess condition and health of plants.</p> <p>Ability to respond to standard problems, and assist or make recommendations for solutions to non-standard problems.</p> <p>Ability to perform a variety of routine and non-recurring tasks.</p> <p>Ability to determine appropriate tools, equipment and vehicles.</p> <p>Ability to administer safe application of various chemicals and nutrient supplements and the use of equipment to perform the tasks.</p> <p>Working knowledge of the different species in the geographical area to which assigned, as well as an understanding of common diseases, nutritional issues and pests that pose a threat to the trees' health.</p> <p>Ability to perform tasks using applied</p>	<p>Full knowledge of and ability to evaluate and diagnose structural and horticultural issues in plant material and trees to determine a proper corrective action</p> <p>Full knowledge and skill in the use and care of equipment and vehicles.</p> <p>Full knowledge and skill in the safe application of various chemicals and nutrient supplements and the use of equipment to perform the tasks.</p> <p>Knowledge and ability in safe tree climbing techniques including removal of injured persons from trees.</p> <p>Ability to work around power lines and structures, removal of large limbs and trees, and ability to work at heights.</p> <p>Full knowledge of the different species in the geographical area to which assigned, as well as an understanding of common diseases, nutritional issues and pests that pose a threat to the trees' health.</p> <p>Ability to determine appropriate horticultural techniques and equipment to apply in various situations.</p>

	horticultural practices and a variety of tools and equipment.	
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**Coordination-Work**

Ability to follow instructions through a standard work process; perform routine tasks; check work for accuracy before completion of tasks.

Contributing	Journey	Advanced
<p>Ability to install new plant material following specific plans and procedures; maintain the beds including pruning, weeding, mulching, fertilizing and spraying of plant material.</p> <p>Ability to sow, propagate, transplant, fertilizes, and apply chemicals and water in a greenhouse under supervision.</p>	<p>Ability to observe and diagnose structural and horticultural problems.</p> <p>Ability to maintain a unique and unusual collection of plants, impacting the cultivation and maintenance of the plants.</p> <p>Ability to organize a work schedule, determine priorities.</p> <p>Ability to maintain required records.</p>	<p>Ability to observe and diagnose structural and horticultural problems; assess condition and health of plants; determine treatment.</p> <p>Ability to supervise others in the maintenance of a unique and unusual collection of plants, impacting the cultivation and maintenance of the plants.</p> <p>Ability to organize a work schedule, determine priorities, manage a crew, and maintain effective work relationships.</p>

**Data Collection**

Ability to observe, monitor, collect, and record data; assess accuracy, validity and integrity.

Contributing	Journey	Advanced
<p>Ability to maintain detailed records of plant work and species, according to detailed guidelines.</p>	<p>Ability to maintain accurate records, track plant health, application dates and rates, and cycles of preventative maintenance.</p>	<p>Ability to review accurate record keeping to track plant health, application dates and rates, and cycles of preventative maintenance.</p>

**Communication**

Ability to communicate information to individuals or groups; deliver presentations suited to the characteristics and needs of the audience. Ability to clearly and concisely convey written information orally or in writing to individuals or groups to ensure that they understand the information and the message. Ability to listen and respond appropriately to others.

Contributing	Journey	Advanced
<p>Ability to communicate with other staff to ensure the completion of his/her duties.</p> <p>Ability to answer general questions from the public regarding plant maintenance.</p> <p>Ability to effectively use verbal and nonverbal skills to express routine or simple technical concepts and related facts in a clear, concise, organized and persuasive manner.</p>	<p>Ability to answer a variety of questions from the public and others regarding plant collection; promote knowledge and understanding of the unique plant collection.</p> <p>Ability to effectively use verbal and nonverbal skills to express non-routine technical matters and related facts in a clear, concise, organized and persuasive manner.</p>	<p>Ability to educate others in the knowledge and understanding of a unique plant collection.</p> <p>Ability to effectively use verbal and nonverbal skills to express moderately complex technical and/or program concepts and related facts in a clear, concise, organized and persuasive manner.</p>

**Leadership**

[Crew leader] Ability to establish expectations and clear direction and expectations to meet goals and objectives of on-going work for a group of employees. Ability to motivate and engage employees through effective communication.

Contributing	Journey	Advanced
NA	Ability to supervise crew and/or a separate program function of some complexity.	<p>Ability to function in a supervisory role for direct reports.</p> <p>Ability to perform/supervise a separate function of moderate complexity if necessary.</p>

## **V. MINIMUM TRAINING & EXPERIENCE**

High school diploma or equivalency and demonstrated possession of the competencies necessary to perform the work; or an equivalent combination of training and experience. May require North Carolina Pesticide License and North Carolina Commercial Driver's License.

Note: This is a generalized representation of positions in this class and is not intended to identify essential work functions per ADA. Examples of competencies are primarily those of the majority of positions in this class, but may not be applicable to all positions.