

Casa Larga Assistant Vineyard Manager

Reports to: Winemaker and Owners

General Description of Duties:

The Assistant Vineyard Manager assists in coordinating all farming activities for the vineyard. These duties generally involve a broad range of vineyard work including but not limited to pruning, weed control, disease and pest control including related chemical applications, cultivation, canopy management and harvest. This person will also manage and assist in vineyard development activities such as land preparation, trellis maintenance, planting, and equipment selection. The Assistant Vineyard Manager must at times provide close supervision of field crews, assuring proper procedures and quality of work. In addition, the candidate may also be to assist in winery activities including fruit processing, bottling, cleaning, fermentation monitoring, and other aspects of wine production.

Specific Duties:

- Safe operation of tractors, tractor implements, and other farm tools and equipment.
- Assists in the maintenance of tractor and tool condition and the monitoring of lubrication, fuels, oils and fluids of these tools.
- Directs a workforce consisting of part time workers, interns, third party contractors and work crews.
- Understands and complies with all safety protocol and PPE requirements.
- Monitors crops for insect & disease pressure; assists in the planning and implementation of fungicide and pesticide programs; keeps accurate records of pesticide & chemical usage and inventories.
- Maintains accurate, timely records of daily events, including equipment and work schedules
- Reviews and approves timecard data on a daily basis to ensure accuracy in payroll as it relates to the vineyard
- Requisitioning, operating and maintaining all tools, equipment and vehicles
- Assists in the implementation of employee safety training programs
- Addresses communications, performance, and employee relations issues that occur with the vineyard workforce.
- Takes on special projects as assigned by their supervisor.
- May be asked to help with other maintenance items inside the winery.
- Other duties as assigned.

Background/Experience/Skills Required:

A minimum of two years of direct farm experience in vineyard and/or other fruit crops. Strong communication skills are essential, including the ability to speak and write clearly. This position necessitates excellent planning and organizational skills as well as the desire to be team oriented. Also required are excellent people and leadership skills and the ability to build positive, constructive relationships at all levels of the company. Position requires solid computer proficiency and ability to work with company software and programs such as Microsoft Office and Excel.

Degree in Viticulture or related field is preferred but not required.

Pesticide applicator license is preferred but not required.

Physical Demands and Work Environment:

Must be able to lift and/or move up to 50 pounds and occasionally lift and or move up to 50 pounds. Must be able to operate farm implements, large machinery, and vehicles on flat land and on hillsides. Employee is exposed to wet and or humid conditions, moving mechanical parts, fumes or airborne particles. The employee will be exposed to seasonal weather conditions (summer heat, cold weather, rain).

This job description is not limited to the duties described and may be subject to change as needed.