

WILLAMETTE VALLEY VINEYARD MANAGER

POSITION TYPE: Salary Exempt

HOURS: Normal business hours or as assigned by supervisor

JOB DESCRIPTION:

The Willamette Valley Vineyard Manager will be involved in all aspects of farming our 300+ acres of vineyards in Oregon's Willamette Valley. Prior experience managing a team of vineyard workers, a demonstrated ability to carry out duties with minimal supervision, and extensive knowledge of farm operations and maintenance are necessary to succeed in this position. The ideal candidate loves to work outdoors, understands hard work, communicates well, and comes to us with hands-on agriculture or farm experience. This person will lead by example and work hard to ensure that all vineyard operations run smoothly and efficiently, understanding the importance of both leadership and teamwork.

Job duties:

Management duties

- Working collaboratively with the Director of Winemaking and outside consultants to plan, set goals, and implement work plans to meet production goals for grape quality and tonnage;
- Working with and supervising vineyard crews year-round, with extra oversight of their work during times of pruning, spray applications, canopy/crop adjustments, harvest, etc.; describing and demonstrating vineyard tasks for laborers.

Vineyard tasks

- Planning and executing vineyard operations relating to: cultivation, thinning, pruning, tying, suckering, canopy management, planting/replanting, irrigating and harvesting;
- Monitoring vineyard crews to ensure tasks are carried out safely, properly and quickly;
- Managing erosion control, trellis installation, irrigation installation, frost protection, vineyard installation, fence installation and repairs and maintenance as needed;
- Managing and carrying out timely execution of irrigations and pest, fungicide, mildew, herbicide and nutrient applications;
- Managing vineyard floor including overseeing application of herbicides to the under trellis and mowing of vineyard row middles;
- Managing harvest operations including collecting and analyzing fruit samples, executing the harvesting of grapes, assist with fruit weighing, handling and loading.



Bookkeeping, record keeping and general duties

- Recording and submitting time card data for all vineyard employees and contract crews;
- Keeping accurate records of vineyard operations and spray applications; filing required reports; developing and maintaining a calendar of key vineyard events (e.g., bud break) and work activities; helping maintain equipment records;
- Working with accountant to develop and maintain budget;
- Projecting future needs for labor, supplies, and equipment; ordering supplies and materials; prioritizing vineyard tasks.

Additional duties

- Interfacing with potential grape buyers and contract clients as needed;
- Implementing and enforcing company HR policies and safety policies and ensuring OSHA compliance;
- Working extended hours, nights, and weekends as needed;
- Performing basic maintenance and repair of tractors, equipment, etc. and maintaining excellent condition of all farm equipment;
- Taking ultimate responsibility for ensuring work is completed in a timely fashion.

Required Knowledge, Skills and Abilities

- Degree in Agriculture or Viticulture or minimum 3 years of experience in a similar job.
- Familiarity with vineyard operations and related machinery and infrastructure such as tractors, pumps, irrigation systems, filters, mowers, sprayers, etc.
- Extensive knowledge of vineyard/farm management practices and procedures.
- Demonstrated leadership and decision-making skills, good organization and follow-through, and a demonstrated ability to carry out duties with minimal supervision.
- A strong and proven work ethic.
- Strong interpersonal and oral communication skills.
- Ability to operate ATVs, tractors, spraying machinery, and hand and power tools.
- Ability to work a flexible schedule during critical times of the season.
- Valid driver's license and insurance.
- Ability to communicate in English and Spanish.

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Desired Knowledge, Skills and Abilities

- Solid computer skills including MS Office applications.
- Bachelor's degree in viticulture or horticulture and/or a minimum of 5 years of practical experience in viticulture.

Physical Demands

- Ability to walk 2-5 miles per day in acreage with flat and hilly terrain.
- Ability to repeatedly lift and carry 40 pounds.

To apply for this position, please send cover letter, resume, salary history and/or salary requirements and a list of references to greg@duckpondcellars.com. No phone calls, please.