Job Vacancy

Position: Horticultural Rehabilitation Specialist

Options for Community Living, Inc. is committed to assisting individuals and families in need to develop their fullest potential for independent living. Residential and support services prepare participants for the demands and responsibilities of community life and promote housing permanency, health, safety and welfare. The organization’s actions are guided by principles of integrity, openness, accountability, respect and the highest quality of care.

Responsibilities:
The Horticultural Rehabilitation Specialist is responsible for the overall operation of the agency greenhouse and horticultural training of participating residents.

- Plan and supervise daily and long-term greenhouse activities, craft projects and educational field trips.
- Assess residents’ abilities, train horticultural skills and assign work accordingly.
- Monitor client progress and attendance. Prepare corresponding reports monthly.
- Discuss with coordinators/case managers planning and evaluation of client goals at the greenhouse.
- Notify Community Residence Coordinator/Program Manager of any medical or psychiatric emergency or noticeable client behavior changes. Provide behavioral intervention and crisis management services when necessary.
- Maintain greenhouse (fuel, sprays, and repairs) and purchase supplies, observing budgetary guidelines.
- Coordinate plant and craft deliveries to Options Thrift Shop. Maintain greenhouse display at Thrift Shop and seasonal display at the main office.
- Recruit clients when openings occur.
- Maintain appropriate professional affiliations.
- Coordinate and provide transportation as needed.
- Plan and Implement craft/horticultural workshop sessions for participants weekly at various program sites.
- Oversee flower bed and garden design at selected community residence sites.
- Supervise and monitor performance of Greenhouse Assistants.
- Participate in special sales at Thrift Shop and in the community.
- Coordinate seasonal mailings of brochures, fliers, and other greenhouse announcements.

Qualifications:
Certificate or Associates Degree in Horticulture and at least twelve (12) credits in human service related discipline or relevant work experience.

Master Gardener certification preferred. Experience working with individuals with mental illness preferred.

Work Schedule:
Monday – Friday: 10:00 AM – 6:00 PM