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www.pushbuffalo.org

Title: Landscape Manager

Reports to: Director of Planning and Community Development

Department: Community Development

Status: Full-time, Non-Exempt

Who we are:

PUSH Blue Eco Landscaping is the “green” arm of **PUSH Buffalo**, working on all things plant, soil, and water related. PUSH Buffalo is a local membership-based organization that works to support strong, resilient neighborhoods with quality, affordable housing, access to energy efficiency programs, expansion of local hiring opportunities and advancement of economic justice in Buffalo. PUSH realizes that as a part of that reality, the natural-living world must also be included in that understanding- that’s where PUSH Blue Eco Landscaping comes in.

PUSH Blue Eco Landscaping began working on Green Infrastructure installations in its West Side Green Development Zone in 2009 including rain gardens, green roofs, and bioswales. Following the success of our neighborhood-scale projects, PUSH Blue Eco Landscaping was formally established in 2013 effectively creating a crew of talented people to address the sustainable landscaping needs in and around Buffalo.

As an integral part of supporting resilient communities, PUSH Blue Eco Landscaping works to engage low-income communities of color and workers disconnected from the job market in the effort to establish an equitable community-controlled green economy.

At the same time, we are using best practices from stormwater management, green infrastructure, and sustainable landscaping to address water quality and overall environmental health in the City of Buffalo and surrounding area.

About the position:

The PUSH Buffalo Landscape Manager oversees the design and installation of green infrastructure and landscaping installations carried out by PUSH, while also helping to develop new lines of business and overall vision of PUSH’s social enterprise landscaping work.

Key Responsibilities:

General Project Management

Specific job responsibilities:

- Evaluated and verifies employee performance through the review of completed work assignments and work techniques.
- Plans, organizes, and supervises the development and preparation of landscape

construction plans and specifications, including ensuring compliance with the NY State Storm-water Design Manual

- Reviews and makes recommendations concerning landscape architecture and design, and makes final decisions about the design of specific projects.

Valid NYS driver's license and safe driving history.

Demonstrated knowledge of landscaping/horticultural principles, community development programs, building maintenance.

- Reviews and checks shop drawings for correctness and conformity with approved plans and specifications.
- Interprets landscape plans, specifications, and codes and regulations related to the work.
- Oversees and conducts field inspections prior to finalization of landscape plans and as landscape projects progress to determine compliance with regulations and specifications.
- Conducts special studies, planning, and environmental design as required.
- Communicates production goals (and other items) with crew members, supervisors, and clients
- Trains and promotes the development of other staff in the best practices of installation and company standards
- Ensures that all installation work is performed in accordance with industry and company standards
- Interacts with clientele in order to help ensure job satisfaction
- Visit job sites on a regular basis, observing organization of work, identifying and resolving training issues, and taking necessary actions to ensure quality.
- Stays aware of Best Practices. Develop and recommend improved work methods and standards.
- Assists PUSH Staff with Green Development Zone tours and other presentations of green infrastructure work
- Overseeing native plant nursery at 401 Rhode Island, including maintenance of site, selection of plant, and managing transplanting plants to PUSH sites
- Direct activities on the job site, they include but are not limited to: coordinating work flow, hands on work, and operating a variety of machinery.
- Manage personnel effectively and efficiently.
- Monitor all tools, equipment and machinery for needed maintenance
- Maintain a clean and safe job site at all times
- Other duties as required

Qualifications for Entry into this Position:

The ideal candidate will have experience in the green infrastructure and sustainable landscaping field, as well as have a commitment to upholding PUSH's mission to mobilize residents to create strong neighborhoods with quality, affordable housing, expand local hiring opportunities and to advance economic justice in Buffalo.

Knowledge, skills, and abilities:

- Valid NYS driver's license and safe driving history.
- Demonstrated knowledge of landscaping/horticultural principles, community development programs, building maintenance.
- Facilities management and development experience required
- Skilled at establishing priorities and managing multi-project workload;
- Willingness to participate in related organizational initiatives;
- Bilingual/bicultural a plus. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Work time may be split between office settings and in the neighborhoods. Local travel is required.

- Perform landscaping tasks that include lifting, bending, shoveling, raking, spreading mulch/soil and other physical tasks.
- Maintain a high energy level; comfortable performing multi-faceted projects in conjunction with day-to-day activities
- Regularly required to communicate with co-workers and community members.

Salary Range and Benefits

Commensurate with experience

Join our team and build your career with us! We offer:

- Supportive, stimulating, and collaborative environment with passionate colleagues dedicated to building community, equity, and justice
- Opportunities for professional growth and development
- Competitive, comprehensive benefits package including health, dental, vision, and paid time off

How to apply

Proposals will be accepted until the position is filled and will be considered on a rolling basis. Proposals should include a letter of application, resume, and contact information for two professional references. Proposals will only be accepted by email, and should be sent to:

Ken Parker
PUSH Blue Program Manager
ken@pushbuffalo.org

The letter of application will be a critical document for determining who will be interviewed for this position. The letter should summarize relevant experience and skills. The letter should also discuss why the candidate is enthusiastic to assume the responsibilities of this position.

Women, people of color, and people who identify as LGBTQ are strongly encouraged to apply!