

Missisquoi River Basin Association

2839 VT Route 105 East Berkshire, VT 05447

Tel: (802) 933-3645 E-mail: lindsey@mrbavt.com Website: www.mrbavt.com



Job Title: Nursery Manager

Job Classification: Independent Contractor

Anticipated Start Date: June/July 2025

Job Category: Temporary; Full-time (35 hour week); funding secured until Nov 2026

Wage Range: \$28-\$32, based on experience

Location: Jay, Vermont

The Missisquoi River Basin Association (MRBA) is a non-profit organization dedicated to the restoration of the Missisquoi River and its tributaries through clean water projects, riparian buffer plantings, and community involvement. The MRBA is now accepting applications for Nursery Manager of the MRBA Native Plant Nursery in Jay, Vermont.

Job Summary: The person in this position will be responsible for launching a new native plant nursery; working with MRBA staff, the Nursery Manager will develop infrastructure to support the nursery, develop and plan successful business operations, and oversee the day-to-day operations of the nursery. The Nursery Manager will oversee all aspects of care and management of native plant stock, including plant propagation by seed and by cuttings, and identification and collection of native seed. Additionally, the Nursery Manager will implement effective systems to track inventory for sale, harvest and sort seedlings, and store seedlings using best practices to insure the health of seedlings for customer pick up. **This is a temporary contract position, envisioned as a full-time (35 hours/week) position, with funding secured to support the position until November 2026. There is opportunity for flexibility depending on the right candidate's needs.**

Specific Tasks:

- Develop Nursery infrastructure in collaboration with a professional designer
- Plan budget and develop 3-year projections of income and expenses for successful operations
- Design and build beds for nursery propagation and seedling transplants
- Perform soil testing; utilize amendments and cover crops for nutrient management and weed suppression
- Maintain and operate large and small equipment, 45 hp tractor with PTO implements
- Plant and harvest native tree seedlings for riparian restoration projects
- Supervise additional staff and volunteers as needed
- Facilitate long-term planning for successful nursery operations and longevity
- Work directly with Riparian Lands Native Seed Partnership to assist in gathering, storage, and propagation of local seed
- Coordinate educational opportunities for local students and community members

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Ideal Qualifications:

BA in natural resources, botany, or a related field.

Experience in business management or entrepreneurship.

Experience with seed collection and propagation such as operation of an agricultural enterprise or market garden, nursery or greenhouse work, or forestry.

Experience with marketing including website creation, social media.

Experience with farm machinery or willingness to learn.

Knowledge of riparian target tree species.

Self starter and troubleshooter.

Working Conditions & Physical Requirements: This position will require working outside, during potentially cold wet spring days and hot summer days in Jay, VT. Position will involve moving nursery stock and equipment that may weigh up to ~50 lbs.

How to Apply: Please apply by sending your cover letter and resume, with contact information for three references, to Lindsey Wight, MRBA's Executive Director, at lindsey@mrbavt.com with the subject line "MRBA Nursery Manager". Applications will be accepted until **June 18th**; interviews anticipated to be held soon after.