



FEDERATED INDIANS OF  
**GRATON**  
RANCHERIA

**\*\*NOTICE OF JOB OPENING\*\***

<b>Job Title:</b> Community Gardener	<b>Department:</b> Farm and Garden
<b>Classification:</b> Non-Exempt	<b>Office Hours:</b> M-F, 8:00 a.m. to 5:00 p.m.
<b>Salary Range:</b> \$17.00 - \$26.00 (DOE)	<b>Location:</b> Rohnert Park, CA
<b>Reports to:</b> Tribal Land Manager	<b>Type:</b> Regular Full-time

**Mission Statement:** *The Federated Indians of Graton Rancheria exists to exercise our inherent sovereign powers, customs and traditions; to perpetuate our unique native heritage; to preserve and protect the rights and privileges of our Tribe; to establish justice in the conduct of Tribal affairs; to work for the social and economic betterment of all citizens; and foster the value of education.*

**Position Purpose:**

The Community Gardener will perform a full range of activities related to maintaining the Tribal Community Garden program while being open to learning about the needs of the community. The garden is essential in providing fresh and healthy organic produce for the local Tribal Community. The incumbent must sow, grow and harvest high quality organic produce and act as a mentor for those interested in working and learning organic farming techniques in the garden. The gardener must also take responsibility in maintaining FIGR gardens to ensure a beautiful and productive environment. The incumbent will participate in the care of an extensive plant collection, organic vegetable gardens, fruit trees, native plants, and annual and perennial flowers. This work includes watering, propagation, planting, integrated pest management, plant cleaning, pruning, harvesting, managing weeds and invasive plants, maintaining and improving healthy fertile soil. The gardener is also responsible for detailed and accurate recordkeeping of daily activities, seed sources, as well as cataloging, photographing and labeling plant collections.

**Minimum Mandatory Qualifications:**

- ❖ High School Diploma or equivalent (GED)
- ❖ Two years of direct experience with organic gardening and/or farming methods and practices
- ❖ Experience working with volunteers in a service environment
- ❖ Experience building relationships in a diverse community
- ❖ Must successfully clear criminal background check, and pre-employment testing including, but not limited to, a criminal background check, fingerprinting, and drug test.

**Knowledge, Skills, Abilities, and Other Qualifications:**

- ❖ Ability to recruit and lead, provide direction, train, promote cooperation and team building, and recognize and appreciate volunteers
- ❖ Ability to work collaboratively with staff, supervisors, clients, volunteers, Tribal Citizens, and others
- ❖ Ability to work some weekends early mornings and evenings throughout the year
- ❖ Ability to promote equality, inclusivity and diversity in all garden activities
- ❖ Ability to work independently with strong initiative
- ❖ Ability to be culturally aware and sensitive to Native American values and culture
- ❖ Ability to operate a computer and general office equipment
- ❖ Ability to respect and adhere to strict rules of confidentiality
- ❖ Knowledge and experience with maintaining an organic garden and/or farm
- ❖ Knowledge and experience watering, integrated pest management, propagation, planting, plant cleaning, pruning, harvesting, managing weeds and invasive plants, bed preparation, composting, sowing and transplanting
- ❖ Knowledge of seed saving and processing
- ❖ Knowledge of maintenance requirements of garden and landscape equipment
- ❖ Must be knowledgeable and confident in soil building methods
- ❖ Must possess clear written and verbal communication skills
- ❖ Must possess creative problem-solving abilities and techniques
- ❖ Must be well organized and detail oriented; able to keep track of daily work activities and hours
- ❖ Must have a positive attitude and strong interpersonal and communication skills

- ❖ Must possess strong computer skills including, Microsoft Office, Excel, Word, and other system knowledge
- ❖ Must maintain a current and valid driver's license and must be insurable

**Benefits:**

FIGR offers a healthy, engaging work environment with a competitive benefit package that includes, medical, dental, vision, and 401K Plan, paid holidays, PTO, Long-Term Disability Insurance, and meal card. Voluntary supplemental insurance offered through AFLAC.

**To Apply:** Please submit a Tribal Employment Application with your resume and a cover letter detailing your education and experience related to the position advertised. Visit our website at [www.gratonrancheria.com](http://www.gratonrancheria.com) to download a copy of the application. Email complete application packet to:

[jobs@gratonrancheria.com](mailto:jobs@gratonrancheria.com) or mail to  
Federated Indians of Graton Rancheria  
Attention: Human Resources  
6400 Redwood Drive, Suite 300, Rohnert Park, CA 94928

***Position open until filled***

**FIGR CITIZENS AND INDIAN PREFERENCE WILL APPLY**

Pursuant to the FIGR Indian Preference Policy, preference in hiring is given to: (1) Federated Indians of Graton Rancheria Tribal Citizens and (2) All Native Americans who are members of or affiliated with a California Indian Tribe with ties to Marin and Sonoma Counties, (3) All Native Americans who are members of or affiliated with any other California Indian Tribe, and (4) All other Native Americans who are members of a Federally Recognized Indian Tribe.

Applicants asserting American Indian preference must submit verifying information, such as written confirmation of tribal membership, Certificate of Degree of Indian Blood, or other documentary evidence.