



# WINEHAVEN

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WINEHAVEN WINERY, 9757 292<sup>ND</sup> STREET, CHISAGO CITY, MN 55013 USA  
TELEPHONE 651-257-1017 WWW.WINEHAVEN.COM

**Job Description:** Vineyard Assistant

**Summary:** Our vineyard is an integral part of the overall winery operation and essential to producing high quality wines. In this part-time position, you will be active in helping to grow and maintain the vines throughout the growing season and dormant season. The position includes a mix of weekday and weekend work.

**Essential Functions:**

1. Performing vineyard duties of pruning, checking shoot positions, vine training and pest and disease identification.
2. Keep vineyard records of cultural practices.
3. Coordinates workflow and makes daily work assignments.
4. Monitors vine health, notifies owners of findings, and may recommend changes to established procedures.
5. Participates in planning for vineyard development and maintenance.
6. Operates a variety of vineyard equipment such as tractors, forklifts, trucks, mowers, sprayers and ATV's. Maintains vineyard equipment as needed.
7. Purchases miscellaneous vineyard supplies within established limits.
8. Assists with wine production and order procurement.
9. Performs special projects as assigned.

**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. At least 2 years of prior experience working in horticultural operations.
2. Ability to perform specialized vineyard duties such as pruning, checking shoot positions and vine training.
3. Ability to identify pest and disease problems in the vineyard.

4. Ability to operate and do basic maintenance on vineyard equipment, such as mowers, sprayers, tractors and trucks.
5. Excellent communication, influence, and negotiation skills are required in order to work effectively with a variety of people. Ability to read and write English.
6. Basic mathematical skills and strong detail orientation are required in order to calculate and monitor vineyard operations.
7. Reasoning skills, judgment and problem-solving skills are required in order to coordinate multiple activities; analyze and resolve problems, and represent the winery to the public.
8. Demonstrated ability to effectively foster teamwork and motivate excellent performance is required. Ability to supervise and train vineyard workers to use proper vineyard operation techniques quickly and safely.
9. **PHYSICAL DEMANDS:** This position requires the following levels of physical activity: Extensive (2/3 of the time) standing, walking, lifting 40-50 pounds, using hands to operate machinery, reaching with hands and arms, stooping, kneeling and crouching; Moderate (1/3 of the time) talking, hearing, tasting and smelling. This position requires the following visual capabilities: close and distance, color, peripheral vision and adjustment of focus.
10. **WORK ENVIRONMENT:** This position entails exposure to the following environmental conditions: Extensive (2/3+ of the time) humid or outdoor weather conditions and working near 'moving mechanical parts; The noise level exposure for this position is moderate.