



General Farmworker

Reports To: Winnebago Tribal Farm Manager

Effective: 5/10/2024

Salary (Grade): \$12.50/Hour

Status: Contract

Location: Physical Resource Department

Job Purpose & Position Overview

The position is responsible for the maintenance and upkeep of the Winnebago Tribal Farm. Duties include, but are not limited to, tend livestock and poultry; plant, maintain, and harvest food crops; operating earthmoving and lawn care equipment, maintenance, upkeep, cleanup, and other duties as assigned.

Specific Job Duties/Responsibilities:

- Demonstrate the Winnebago Tribe's core mission, vision, and values.
- Responsible for the care of all livestock and poultry.
- Prepare and maintain greenhouse, high tunnels, garden plots before, during, and after the growing season.
- Inform supervisor of crop progression.
- Inspect crops to confirm quality and evaluate the need for alterations in watering schedules.
- Always maintain a safe work environment; follow all safety rules and regulations and bring safety concerns to direct supervisor.
- Duties listed are only an illustration of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Tribal Farm Specific Duties:

- Responsible for maintaining tribal farm plots & orchards, planting, weed control, watering, harvesting, and transport of produce to Farmers Market or other local destinations.
- Planning of next year's crop rotation.
- Planting of fruits and vegetables in the tribal gardens, fertilizing, composting, and harvesting.
- Harvest vegetables by hand and check every item to ensure it meets farm's standards while tossing away items that do not pass that threshold.

Required Qualifications/Skills:

- Valid driver's license required; must be able to meet driver's eligibility guidelines for insurance.
- Knowledge of operations and maintenance of all grounds equipment such as lawn mowers, weed eaters, tractors, bush hogs, backhoes, skip loaders, manual transmissions, dump trucks, and chainsaws required.
- Must perform all duties in a manner that adheres to and promotes defined company safety standards.

Education Preference

- High School Diploma/G.E.D

Work Environment:

- Both indoor and outdoor assignments are involved with frequent prolonged exposure to inclement weather. Position requires working extended or irregular hours, including nights, weekends and holidays with frequently rotating shifts and duty stations. Assignments are subject to change without advance notice.

Supervisory Responsibilities:

- Will provide supervision to Summer Youth Employment workers, VISTA workers, TANF workers, community members and volunteers.

Training Requirements:

- Must attend all department meetings and training courses as directed by Physical Resources Director.

Physical Requirements:

- Normal to heavy work, which includes the ability to lift over 75 lbs.
- Regularly required to walk, stand, and sit for extended periods of time and use hands and feet to operate lawn equipment and company vehicles.
- While performing daily duties, the employee is regularly required to talk and hear.

Mental Requirements:

- Reading, writing, calculating
- Above average social interaction skills
- Reasoning/Analysis
- Works with minimal to no supervision

Language Requirements:

- Must possess the ability to read, write, and speak the English language fluently.
- Must be able to continually and effectively employ professional verbal and written communications skills.

Certificates, Licenses & Registrations:

- All applicants will comply with 45 CFR 1301, Subpart D, Section 1301.31, C and D, which require all prospective employees to sign a declaration prior to employment regarding all arrests and convictions of child abuse or violent felonies and to comply with PL 101-630 and PL 101-637 regarding criminal records check.

HOW TO APPLY:

- Submit a resume, cover letter, and two (2) letters of recommendation to trey.blackhawk@winnebagotribe.com
- If claiming Native American or Veteran preference, please include pertinent documentation.
- Call Winnebago Tribal Farm at 402-878-2272 ext. 2551 for further information.

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As provided by Federal Law, all qualified Native American applicants shall receive preference over Non-Native American applicants. In the absence of qualified Native American applicants, consideration will be given to all other applicants without regard to race, color, religion, sex, sexual orientation, national origin, age, marital status, veteran status, genetic information, disability or any other reason prohibited by law in provision of employment opportunities and benefits.

JOB CLEARANCE SIGNATURE

DATE

EMPLOYEE SIGNATURE

DATE

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