

 Mississippi Pillager, LLC dba White Earth Enterprises Position Description	Position Code:	Classification
	Safety Sensitive:	Yes
Position Title: Cultivation Technician		Reports To: Cultivation Director and Manager
Department: Waabigwan Mashkiki LLC		Revision Date: 11/02/2022
Division: White Earth Enterprises LLC		
Position Summary		
<p><i>This position is responsible for performing the day-to-day cultivation duties under the direction of the Cultivation Coordinator. Duties include cultivation, irrigation, plant nutrition, plant maintenance and care to ensure optimum plant health, following a specific plant growth and harvest schedule. Hands on training will take place to provide Cultivation Technicians with additional knowledge and skills specific to the company's organic medical cannabis cultivation protocols to learn plant life cycles from seed to harvest. This position will work on a varying schedule to meet production and processing needs of the company, including days, evenings, nights, some holidays, and weekends as business needs arise.</i></p>		
Essential Duties & Responsibilities		
<ul style="list-style-type: none"> • <i>Willingness to take instruction and perform cultivation activities following a company-specific organic cultivation plan to result in a constant and reproducible production and perpetual harvest schedule.</i> • <i>Performs the cultivation of organic medical cannabis plants, by preparing, monitoring, and controlling plants, soils and growing containers, nutrient applications following an irrigation schedule and protocols, plant training, and other duties as assigned following specific techniques and processes designed by Bio Agronomics Group and the Cultivation Coordinator.</i> • <i>Assist with transplanting clones and mature plants following a phased plan to assigned areas for each stage of the plan.</i> • <i>Monitor and identify potential pests, mold, or pathogens that are detrimental to plant health and working with the Cultivation Coordinator and Bio Agronomics Group to take corrective actions.</i> • <i>Conducts and completes the cultivation tasks according to established schedules, deadlines, and protocols.</i> • <i>Participates in weekly meetings with management, Bio Agronomics Group, and fellow staff to maintain constant communication, providing feedback and input on any issues that affect the cultivation plan and operations.</i> • <i>Track all plant material waste and inventory management using professional software and hardware to always reconcile data collection and account for all plant materials.</i> • <i>Assist in the data collection and preparation of the cultivation departments monthly performance reports to quantify performance outcomes.</i> • <i>Other duties may be assigned.</i> 		
Supervisory Responsibilities		
<p><i>This job has no supervisory responsibilities.</i></p>		
Competencies		
<p><i>To perform the job successfully, an individual should demonstrate the following competencies:</i></p> <p><i>Continuous Learning – Seeks feedback to improve performance; strives to continuously build knowledge and skills.</i></p> <p><i>Job Knowledge – Exhibits ability to learn and apply new skills.</i></p> <p><i>Design – Demonstrates attention to detail.</i></p> <p><i>Problem Solving – Identifies and resolves problems in a timely manner; works well in group problem solving situations.</i></p>		

Customer Service – Meets commitments.

Communications – Exhibits good listening and comprehension; selects and uses appropriate communication methods.

Cooperation – Exhibits tact and consideration; offers assistance and support to co-workers; works cooperatively in group situations.

Oral Communication – Listens and gets clarification; responds well to questions; participates in meetings.

Teamwork – Contributes to building a positive team spirit; puts success of team above own interests.

Written Communication – Writes clearly and informatively; presents numerical data effectively; able to read and interpret written information.

Quality Management – Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness.

Cost Consciousness – Conserves organizational resources.

Ethics – Treats people with respect; keeps commitments; works with integrity and principles; upholds organizational values.

Organizational Support – Follows policies and procedures; completes administrative tasks correctly and on time; supports organization's goals and values.

Personal Appearance – Dresses appropriately for position; keeps self well groomed.

Attendance/Punctuality – Is consistently at work and on time; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.

Dependability – Follows instructions, responds to management direction; takes responsibility for own actions; keeps commitments; commits to long hours of work when necessary to reach goals.

Planning/Organizing – Prioritizes and plans work activities; uses time efficiently.

Quality – Demonstrates accuracy and thoroughness.

Quantity – Meets productivity standards; completes work in timely manner; strives to increase productivity; works quickly.

Safety and Security – Observes safety and security procedures; reports potentially unsafe condition; uses equipment and materials properly.

Position 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.

Education & Experience

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

Knowledge & Skills

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills

To perform this job successfully, an individual should have knowledge of Database software; Internet software; Inventory software; Order processing systems; Project Management software; Spreadsheet software and Word Processing

software.

- Knowledge of the principles, practices, procedures, techniques, laws, regulations pertaining to cultivation of medical cannabis and tribal and public policy.
- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Medicinal Cannabis Code, White Earth Enterprises, and Waabigwan Mashkiki LLC.
- Knowledge of the White Earth Reservation demographics, culture, history, and life ways.
- Knowledge of cultivation or agriculture products/supplies.
- Knowledge of area climate, weather patterns and challenges.
- Knowledge of area business and program locations and towns.
- Strong attention to detail.
- Strong planning and multi-tasking skills.
- Willing to travel for training and work-related tasks.

Certificates / Licenses / Registrations / Requirements

- Must be twenty-one (21) years or older.
- Able to pass background check and drug screening.
- Able to maintain strict confidentiality.
- No felony drug convictions within the previous ten (10) years.
- Must fully meet the licensing requirements of the White Earth Medical Cannabis Control Board and be licensed to dispense medical cannabis according to the rules and regulations promulgated by the White Earth Medical Cannabis Control Board, in accordance to the White Earth Medicinal Cannabis Code.
- EEO with Native American Preference.
- A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment. Background Checks performed.

Physical Demands

The physical demands described here 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.

While performing the duties of this Job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee is frequently required to talk or hear and taste or smell. The employee is occasionally required to sit. The employee must frequently lift and/or move up to 100 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Working Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to wet and/or humid conditions and risk of radiation. The employee is frequently exposed to high, precarious places and fumes or airborne particles. The employee is occasionally exposed to moving mechanical parts; toxic or caustic chemicals and risk of electrical shock. The noise level in the work environment is usually moderate.