

## ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT

### LABORATORY TECHNICIAN - AGRICULTURE

Salary Range 16

#### **BASIC FUNCTION:**

Under direction of the Dean of Technical Education maintains the Agriculture facilities and landscape, including greenhouses and growing grounds; assists instructors in preparation of classroom presentations and laboratories; performs other related duties as may be assigned.

#### **REPRESENTATIVE DUTIES:** *E = indicates essential duties of the position*

- Assists in the operation and maintenance of an agriculture instructional laboratory; sets up and cleans laboratories; performs specialized and technical duties to assure efficient lab operations. (E)
- Assists teachers and students in the use of a variety of equipment, materials and supplies in the instructional setting; provides assistance to students as appropriate, assigned or according to established procedures. (E)
- Prepares and issues material and equipment for student use; maintains records of materials and equipment used by students. (E)
- Prepares instructional materials and equipment for teacher demonstrations and student use as requested, according to approved procedures; assist instructors with proctoring tests and correcting student tests and papers. (E)
- Maintains agriculture laboratory and greenhouse environment in a safe, clean and orderly condition; removes trash, sweeps and cleans walkways, prunes trees and shrubs, mows and edges; adjusts environmental and timing controls; maintains related safety, accident and incident records as required. (E)
- Order, receive and store supplies, materials and equipment; maintain inventories, assuring that adequate quantities are available for instructional use. (E)
- Adjust, maintain and perform minor repair to equipment; install and repair irrigation systems, PVC and drip systems; repair power equipment and replace items as necessary; report major repair needs or arrange for repairs according to established procedures. (E)
- Waters, fertilizes and plants trees, shrubs, flowers and other plants; mixes, applies and sprays chemical applications and pesticides as required. (E)
- Assists in the coordination of the use of agriculture lab facilities; assures the availability of appropriate supplies and equipment. (E)
- Performs general plant care including potting, cleaning, fertilizing, pruning, taking cuttings, and selling plants. (E)
- Prepares and maintains various records and reports related to laboratory operations and activities as required. (E)
- Trains and provides work direction to student workers and other personnel as assigned; assigns and reviews work. (E)
- Operates a variety of equipment related to the agriculture lab, including lawn mowers, weed whip, composter, rototiller, sprayer and related equipment. (E)
- Performs other related duties as may be assigned.

**EDUCATION AND EXPERIENCE:** Any combination equivalent to: two years of college-level course work in agriculture, landscape and two years practical experience in landscape maintenance, agriculture or related field.

#### **LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**KNOWLEDGE OF:**

Principles, practices, procedures and equipment of assigned agriculture instructional lab.  
Repair of irrigation systems and grounds maintenance equipment.  
Care and maintenance of indoor and outdoor plants and lawns.  
Safety regulations involving area of specialty.  
Principles and practices of providing work direction and training.  
Record-keeping techniques.  
Correct English usage, grammar, spelling, punctuation and vocabulary.  
District organization, operations, policies and objectives.  
Technical aspects of field of specialty.  
Oral and written communication skills.  
Interpersonal skills using tact, patience and courtesy.

**ABILITY TO:**

Perform specialized and technical duties to assure efficient agriculture lab operations.  
Identify plants and insects.  
Provide information and assistance to students and staff.  
Assure the care and security of assigned equipment, materials and supplies.  
Maintain learning equipment in proper working order.  
Issue and receive equipment and supplies.  
Plan and organize work.  
Understand and follow oral and written directions.  
Work independently with little direction.  
Communicate effectively both orally and in writing.  
Establish and maintain effective working relationships with others.  
Meet schedules and time lines.  
Maintain records and prepare reports.  
Train and provide work direction to others.

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:** Provides work direction to student and hourly workers.

**CONTACTS:** Co-workers, other departmental staff, students, and the general public.

**PHYSICAL EFFORT:**

Dexterity of hands and fingers to operate specialized grounds equipment, hand and power tools.  
Standing for extended periods of time.  
Lifting heavy objects.

**WORKING CONDITIONS:**

Indoor and outdoor work environment.  
Driving a vehicle to conduct work.  
Chemical fumes.  
Working at heights.