



JOB DESCRIPTION

Position Title: Cider Garden Assistant Manager Date of Hire:
Reports To: Cider Garden Manager FLSA: Exempt x Non-exempt
Supervises: N/A

Position Summary

The Finnriver Cider Garden is the vital center of customer and visitor interaction at the cidery. We seek Cider Garden managers with customer service, beverage, or food industry experience, who will help create a clean, organized, educational, and exceedingly welcoming environment. Our goal is to promote growing sales of all Finnriver offerings, as well as reconnecting people to the land that sustains us and to grow community. The Cider Garden can be a very dynamic environment, requiring the ability to stay energized, speak up, entertain a crowd, and multi-task effectively while maintaining composure and grace in the presence of customers and co-workers. Self-motivation to tidy, organize and remain occupied on slower days is required as well. Good humor and love of humanity is essential! Shift frequency can vary seasonally. The Cider Garden Assistant Manager serves as the 'Person in Charge (PIC)' or 'manager on duty.' This person is responsible for overall oversight of the Cider Garden when assigned to this position and works with the CG crew to ensure that both the staff and the visitors are having a positive experience. The CG Assistant Manager must keep an eye on matters of safety, hygiene/cleanliness, organization, flow, efficiency, and beauty. In addition, the CG Assistant Manager supports the CG Manager and Food & Beverage Director with cash management, inventory, training.

Essential Functions

Includes the following, along with other duties, responsibilities, and activities may be assigned at any time with or without notice:

- All functions of a TR Lead, plus:
- Support the CG Manager and F&B Director in assessing staffing and scheduling needs
- Support the CG Manager in monitoring and maintaining inventory levels of cider, non-alcoholic beverages, cleaning, and packaging materials
- Attend M&M Meetings

Essential Competencies

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.

- At this time, due to covid prevention public health measures, proof of vaccination will be required
- Must successfully complete online course for MAST 12 permit and food handling permit
- Must have a device that is compatible with Finnriver's communication tools (can connect to internet or wifi or cell service)
- Comfort with an internet-connected computer, point-of-sale system, and phone
- Create a positive work environment for yourself and fellow crew members:
 - Be adaptable with a spirit of adventure and willingness to work in an evolving environment
 - Arrive on time (or with communication) awake, healthy, sober, and ready to begin the day's tasks
 - Conduct oneself with consideration for other crew members and the public, in terms of language, dress and behavior
- Meet the physical requirements of the job:
 - Able to work full time shifts with stamina and pace to get the job done correctly
 - Able to work in a standing position for the majority of the shift
 - Able to regularly lift and move 30 pounds
 - Able to work both indoors and outdoors
 - Work in close quarters with others while remaining focused on tasks
 - Ability to confidently and kindly work with crowds
- Maintain a friendly, outgoing, welcoming and engaged communication style
 - Excellent verbal communication skills
 - Communicate regularly with owners, managers and crew to maintain open, productive and positive interactions.
 - Make everyone feel welcome and supported
- Commit to learning about our product line and mission of small-scale family agriculture and artisan cider craft by:
 - Maintain positive farm values
 - Promote ecologically sound practices
- Problem-solve independently while also taking direction from manager
- Able to follow-through and commit to finding beauty in the details
- Willingness to problem-solve independently while also taking direction from Cider Garden managers and owners

- Maturity and capacity for engaging industry professionals such as store buyers, chefs, club members, and the public

I have read, understand and am able to perform the essential functions of this position with or without accommodations.

| | | |
|-----------------------|--------------------|-------|
| _____ | _____ | _____ |
| Employee (Print Name) | Employee Signature | Date |

Cider Garden Host

PHYSICAL REQUIREMENTS AND POTENTIAL HAZARDS

The following identifies the physical demands and potential hazards typically encountered by this position. The information is necessary in part to ensure compliance with the Americans with Disabilities Act and the OSHA Blood borne Pathogens Standards. These can reasonably be anticipated in the normal and customary performance of the essential functions of your work.

NA: Not applicable, not required of this position.

NE: Requirement is present, but is not essential to the position.

O: Occasional, up to 33 percent of the time and essential to the position. (For example, a lifeguard swims only occasionally, but it is essential that a lifeguard be able to swim.)

F: Frequent, 34-66 percent of the time.

C: Continuous, over 66 percent of the time.

| | NA | NE | O | F | C |
|---------------------------------|----|----|---|---|---|
| Sitting | | ✓ | | | |
| Walking | | | | ✓ | |
| Standing | | | | | ✓ |
| Running | ✓ | | | | |
| Bending or twisting | | | ✓ | | |
| Squatting or kneeling | | | ✓ | | |
| Reaching above shoulder level | | | ✓ | | |
| Climbing (e.g. ladders) | | ✓ | | | |
| Driving cars, light duty trucks | ✓ | | | | |
| Driving heavy duty vehicles | ✓ | | | | |

| | | | | | |
|--|----|----|---|---|---|
| Repetitive motion of hands/fingers | | | | ✓ | |
| Grasping with hand, gripping | | | ✓ | | |
| | NA | NE | O | F | C |
| Lifting/carrying 10-25 pounds | | | ✓ | | |
| Lifting/carrying 26-50 pounds | | | ✓ | | |
| Lifting/carrying more than 50 pounds | ✓ | | | | |
| Pushing/Pulling | | ✓ | | | |
| Using Foot Controls | ✓ | | | | |
| Work in/exposure to inclement weather | | | ✓ | | |
| Work in/exposure to cold water | ✓ | | | | |
| Exposure to dust, chemicals or fumes | ✓ | | | | |
| Work/live in remote field sites | ✓ | | | | |
| Use of hazardous equipment (e.g. guns, chainsaws, explosives) | ✓ | | | | |
| Swimming, scuba diving | ✓ | | | | |
| Work at heights (e.g. towers, poles) | ✓ | | | | |
| Exposure to infection, germs or contagious diseases | ✓ | | | | |
| Exposure to blood, body fluid, or potentially contaminated materials | ✓ | | | | |
| Exposure to needles or sharp implements | ✓ | | | | |

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|---------------------------------------|----|----|---|---|---|
| Use of hot equipment (e.g., ovens) | | | ✓ | | |
| Exposure to electrical current | | ✓ | | | |
| Seeing objects at a distance | ✓ | | | | |
| Seeing objects peripherally | | | ✓ | | |
| Seeing close work (e.g., typed print) | | | ✓ | | |
| Distinguishing colors | | ✓ | | | |
| Hearing conversations or sounds | | | | | ✓ |
| | NA | NE | O | F | C |
| Hearing via radio or telephone | | | ✓ | | |
| Communicating through speech | | | | | ✓ |
| Communicating by writing/reading | | | ✓ | | |
| Distinguishing odors by smell | | | | ✓ | |
| Distinguishing tastes | | | | ✓ | |
| Exposure to wild/dangerous animals | | ✓ | | | |
| Exposure to insect bites or stings | | ✓ | | | |
| Work/travel in boat/small aircraft | ✓ | | | | |
| Exposure to aggressive/angry people | | ✓ | | | |
| Restraining/grappling with people | ✓ | | | | |

| | | | | | |
|--------|--|--|--|--|--|
| Other: | | | | | |
| Other: | | | | | |
| | | | | | |

Items checked above must be consistent with tasks listed.

**Are there any other physical or mental requirements of this position
not addressed above?**

I have read and understand the physical requirements and potential hazards of this position and am able to perform the physical requirements as stated above with or without reasonable accommodation.

Employee Signature

Date