



**PUEBLO OF JEMEZ  
JOB ANNOUNCEMENT  
2023-0041  
HEALTH & HUMAN SERVICES  
PUBLIC HEALTH  
AGRICULTURE TECHNICIAN**

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<b>Position Title:</b>	Public Health Agriculture Spec.	<b>Pay Level:</b>	\$35,028.00 - \$42,033.00
<b>Position Open Date:</b>	07/7/2023 – Until Filled	<b>Department:</b>	Public Health
<b>Position Status:</b>	Full-Time	<b>Classification:</b>	Non-Exempt
<b>Supervisor:</b>	Comm. Health Program Mgr.	<b>Location:</b>	Health & Human Services

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**POSITION SUMMARY:**

Responsible for preparing and maintaining agricultural fields that include plowing, discing, tilling, and fencing for JHHS farm; provide assistance with planting, weeding, irrigation, and harvesting. Assist in Public Health events that include event set-up, free food distributions, and other collaborative programming related to Food Sovereignty and Public Health.

This job description indicates, in general, the nature and levels of work, knowledge, skills, and other essential functions expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

**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.

**EDUCATION & EXPERIENCE:**

High School diploma or General Equivalency Diploma (GED); AND one (1) year of farming experience.

**REQUIRED CERTIFICATES, LICENSES TRAININGS, AND REGISTRATIONS:**

New Mexico Driver's License  
Background Investigation  
CPR & First Aid certification within six (6) months of date of employment.

**PHYSICAL DEMANDS & WORKING ENVIRONMENT:**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical agricultural setting, including operating hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 50 pounds with proper equipment; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work is subject to performance under adverse environmental conditions.

**ESSENTIAL FUNCTIONS:**

- Prepares and maintains agriculture fields including plowing, discing, tilling and fencing; ensures that ditches are cleaned for the season
- Plants produce seeds; cares for growing produce by proper watering and hoeing
- Conducts and documents produce inventory
- Supports the health of the community by assisting in local and tribal food markets that prioritize at-risk populations
- Assists in hosting educational programming for community members at the JHHS Farm
- Operates and maintains a variety of hand and power tools
- Observes safe work methods and uses safety equipment
- Maintains basic records of work performed
- Contributes to the overall quality of the unit's service provision by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures
- Represents the Pueblo with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public
- Other duties as assigned

**REQUIRED KNOWLEDGE AND SKILLS:**

- Farming practices in irrigation, planting, and harvesting. (Indigenous traditional farming methods preferred)
- High-tunnel greenhouse management
- Seed saving and seed bank management
- Soil preparation and enrichment
- Basic methods and equipment used in weed, pest and insect control and treating plant diseases
- Safe work methods and safety regulations pertaining to the work
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone
- Basic records management principles and practices
- Regenerative farming methods preferred
- Safely using and maintaining hand and power tools related to the work
- Reading and interpreting standard plans, maps and instructions
- Understanding and following oral and written directions
- Preparing basic records and reports of work performed
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities
- Recognizing common plants and insect pests
- Sustainable agriculture, permaculture, and integrated farming systems preferred

**To apply for the position posted, please apply as follows;**

**Send;**

**Pueblo of Jemez Job Application**

**Cover Letter**

Pueblo of Jemez – Human Resources Department  
PO BOX 100 Jemez Pueblo, New Mexico 87024  
Phone: (575) 834-6333  
Fax: (575) 834-0604  
E-mail: [humanresources@jemezpueblo.org](mailto:humanresources@jemezpueblo.org)

Professional Resume

To;

[humanresources@jemezpueblo.org](mailto:humanresources@jemezpueblo.org)

Or;

Pueblo of Jemez – Attention Human Resources Department

PO BOX 100

Jemez Pueblo, New Mexico 87024

Or;

Visit the Pueblo of Jemez Website – Careers

[www.Jemezpueblo.org](http://www.Jemezpueblo.org)