

Harvest Supervisor (Green Vest)
Approved
5/23/19

Reports to: Foreman or Welfare Farm Manager

Minimum Requirements:

- Friendly Attitude
- At least 18 years of age
- At least two years of experience with the welfare farm harvest, or other experience

Ideally we would have as many as six to ten supervisors, depending upon the work being done:

- One to oversee ladder picking, if being performed
- One for every 50-100 ground picking volunteers

Responsibilities:

- 1) Sign in at the sign in table and check out a green vest.
- 2) Ensure everyone is working in a safe manner and following all safety guidelines.
- 3) Get instruction from the foreman or farm manager on the work to be performed during the shift.
- 4) Oversee the harvest in the assigned area.
 - a. Direct workers to proper row and redirect when row is completed.
 - b. Work with the sign in station to have people assigned to work locations.
- 5) If working with ground or ladder picking, assign lane coordinators to the proper rows so harvest takes place in an orderly and organized manner.
- 6) If working with the platform(s), ensure everything is running smoothly and that the drivers understand their assignments.
- 7) If working with the ladder picking, see that ladders are properly staged for use.
- 8) Ensure rows are picked completely.
- 9) Report to foreman and/or farm manager on picking progress and location.
- 10) If necessary and if possible, allocate volunteers to finish picking rows by the end of the shift.
- 11) Help everyone have a positive experience while serving at the welfare farm.