

# VINEYARD MANAGER

## Full-Time Position

Quai Du Vin Estate Winery (Future home of SKYE CHASE ESTATE WINERY) is a boutique winery, surrounded by picturesque grounds & operating inside a charming, vintage-style facility in Sparta, Ontario along Lake Erie's pastoral North Shore.

We are looking to hire full-time Vineyard Manager. The Vineyard Manager at Quai Du Vin Estate Winery is accountable for all aspects of running the vineyard by ensuring that fruit is produced to specification in collaboration with the Head Winemaker and that key business objectives are achieved through the application of best practice in the areas of viticulture, budgeting, continuous improvement and Health & Safety management.

It is the careful attention to detail from vine to glass that is paramount to optimizing wine quality and giving the wines their point of difference. Specifically, as the Vineyard Manager at Quai Du Vin, you'll:

- Be accountable for the safe day-to-day operations of the vineyard and ensuring that fruit is produced through the application of best practices:
  - Be responsible for Vineyard maintenance, Canopy management, Pruning, shoot removal, Irrigation (if ever implemented), shoot thinning, cluster thinning, fruit exposure, planting (e.g. setting up new vineyard areas), and will implement and execute an effective under vine weed management program
    - Upon approval, lead and assists with preparing and deploying vineyard development and replanting projects.
  - Monitor growth of vines, vine water needs, frost protection and pest and disease pressure and perform crop quality evaluations & yield estimates
  - Manage the spray program including writing work orders, ensure adherence to spray intervals, scheduling equipment, purchasing materials, communicating with internal stakeholders regarding re-entry intervals & keeping spray records
  - Follow nutrition and fertilization needs of vines
- Management the day-to-day vineyard activities throughout all growth stages to ensure objectives are met.
- Review and enhance viticulture techniques and farming practices with a focus on continual improvement to maximize on-farm productivity
- Ensure fruit produced meets specification as per industry standards
- Work with the Head Winemaker & supply chain stakeholders to support grape supply plan
- In collaboration with the Head Winemaker, plans, coordinate and execute on harvesting activities including following harvest calendar based on targeted Varietal goals

- Conduct field grading of grapes in conjunction with winemakers at harvest to come to pick decisions
- Operate, and supervise the operation of, a range of vineyard machinery including tractors, sprayers, pruners and harvesters, etc.,
- Maintain competence in key vineyard operations/management functions
- Minimize costs of production without compromising specification of fruit & quality
- Maintain meticulous record-keeping including spray diaries, crop management activities etc.
- Ensure Safe and effective operation of vineyard equipment, implements and vehicles
- Manage the annual harvest planning and logistics including staff, equipment, and intake with the input and approval of management and the Head Winemaker
- Participate in the planning process for the Winery and lead the planning and implementation of strategies and objectives for the Vineyard
- Develop capital and operating budgets/projects that support the achievement of business objectives
- Oversee associated Purchase orders, invoice control and record keeping
- Liaise with and report directly to key management personnel to coordinate and perform operational activities at required standard
- Work closely with Head Winemaker to deliver on the Winemakers expectations for future vintages including but not limited to the harvest picking plan
- Work with Head Winemaker to prepare the grape supply plan to include yield, tonnage and grade targets to meet the business goals
- Maintain successful business relationships with key third parties
- Be responsible for ensuring that all farm equipment and machinery & MEP services and equipment at the Winery run to their maximum efficiency and output. This includes total preventative maintenance, managing breakdowns of such as required to ensure no disruption of service at the Winery.
  - Maintenance records to be kept and consistently up to date
  - Overall, oversight of the property and escalates any known or potential issues. When not onsite delegates to subordinate
- Organize repairs to any equipment (sourcing quotes) and/or recommendations for significant purchases with proactive quotes
- Manage and lead the maintenance of property including snow removal and grass cutting/maintenance for the whole property to the guidelines of the management team
- Ensure all goals are achieved within approved budget levels
- Ensure all plans are communicated, readily accessible to relevant stakeholders and actioned accordingly
- Prepare reports for distribution as required
- Manage and Supervise of all Vineyard workers
  - Organize staff in daily work programs
- Hire, onboard, train, manage, lead and develop the capabilities of the Vineyard team including providing competency training and development of all Vineyard staff in relation to health and safety and vineyard operations

- Ensure all employees follow safety guidelines and procedures. Trains, enforces, and follows safety programs and guidelines for all vineyard areas
- Promote and ensure compliance with HR Policies & Procedures and OH&S guidelines
- Develop an environment of collaboration
- Ensure the workforce mix (numbers, skills and flexibility) aligns with production and business requirements, allowing for seasonal and business cycle variations
- Ensure all regulatory and compliance standards are met or exceeded in relation to workplace standards, quality standards
- Attend relevant workshops, field days and conferences
- Represent the Winery in the Community in addition to Wine Tastings, tours and Winemaker's Dinners as required
- Contribute to brand development and promotion from a viticultural perspective
- Promote the Company positively to internal & external bodies as required

### **Qualifications**

- Bachelor's degree in viticulture, horticulture, or related field
- 3+ years' experience in vineyard operations
- Expert knowledge of viticulture practices and grape growing
- Leadership, personnel management, and budgeting skills
- Strong problem solving, organization, and communication abilities
- Adaptability to work in outdoor environment in all weather
- Valid driver's license and ability to operate farm vehicles/equipment