



POSITION DESCRIPTION

Orchard Development Worker

1. Position Details

Position title	Orchard Development Worker
Business unit	Orchard / Property
Reports to	Orchard Operations Manager
Direct reports	Nil (may lead a small team of 1–4 from time to time)
Key location	Fairfield Orchards sites, Motueka / Riwaka
Employment type	Permanent, full-time (seasonal fixed-term may be available)
Document reference	PD-O-XX
Date approved	

Remuneration, hours of work and other terms of employment are set out in the individual employment agreement, not in this position description.

2. Purpose of the Position

The Orchard Development Worker is responsible for erecting, maintaining, and repairing the support structures that underpin Fairfield Orchards' pipfruit and kiwifruit growing operations across the Tasman region. This includes hail netting systems, trellis and post-and-wire structures, anchors, cables, and irrigation infrastructure associated with new plantings.

The role is hands-on and predominantly outdoor, combining machinery operation with structural construction work. The work follows a seasonal pattern: development and construction activity peaks in winter and spring, summer focuses on maintaining existing infrastructure, and autumn supports harvest operations. The position holder may be required to lead a small team from time to time and is expected to work with a high degree of independence and initiative.

3. Key Relationships

Internal

- Orchard Operations Manager (reporting line)
- Pipfruit Foreman and Kiwifruit Foreman (operational coordination during development and harvest support)
- Property and maintenance team (equipment, tools, and infrastructure)
- HR Manager

External

- Contractors and suppliers (structural materials, machinery hire, and specialist services)

4. Key Accountabilities

The role is accountable for the outcomes below. How those outcomes are achieved may vary with seasonal demands and Company priorities.

4.1 Hail Netting and Support Structures

- **Hail net erection** — Hail net support structures are erected to the required standard, including poles, anchors, cables, wires, and cloth; completed structures are safe, fit for purpose, and installed in accordance with specifications.
- **Structure maintenance** — Existing hail netting and support infrastructure is inspected and maintained through summer; defects, storm damage, and wear are identified and repaired promptly to maintain orchard protection.

4.2 New Growing Structure Establishment

- **Trellis and post installation** — Posts, wires, and supporting infrastructure for new pipfruit and kiwifruit plantings are established correctly and on schedule, providing a sound growing structure for new orchards.
- **Irrigation infrastructure** — Irrigation components associated with new plantings are installed in accordance with specifications and in coordination with relevant contractors or supervisors.

4.3 Machinery Operation

- **Equipment operation** — Orchard machinery including tractors, skid-steers, forklifts, Hydraladas, and diggers (2.5–8t) with auger and post-driving attachments are operated safely, competently, and in accordance with the appropriate SOP and manufacturer guidelines.
- **Pre-operation checks** — Daily pre-operation checks are completed on all machinery before use; fuel, fluids, and mechanical condition are confirmed, and faults or maintenance requirements are reported to the Orchard Operations Manager promptly.
- **Equipment care** — Machinery and tools are kept clean, correctly stored, and returned to the designated location after use; damage or defects are reported immediately.

4.4 Team Leadership

- **Small team supervision** — When leading a team of 1–4, work is allocated clearly, quality is monitored, and the team operates safely and productively; timesheets and basic performance matters are managed in accordance with Company policy and reported to the Orchard Operations Manager.

4.5 Records and Administration

- **Daily records** — Accurate daily records of work completed, machinery hours, and materials used are maintained and submitted as required.
- **Timesheets** — Timesheets are completed accurately and submitted by the required deadline.

4.6 Harvest and General Orchard Support

- **Seasonal support** — General orchard and harvest support tasks are carried out during summer and autumn as directed by the Orchard Operations Manager; tasks are completed to the required standard and in a timely manner.

4.7 Health and Safety

- **Policy compliance** — Company health and safety policies and procedures are understood and observed at all times; no breaches occur during employment.
- **Safe work practices** — Safe work practices are applied at all times, particularly during machinery operation, working at height, and structural erection; hazards are identified proactively and controlled or reported before work begins.
- **Hazard and incident reporting** — Injuries, near misses, and workplace hazards are reported to the Orchard Operations Manager promptly and recorded in accordance with Company procedures.
- **PPE** — Personal protective equipment issued by the Company is always worn and correctly maintained.

5. Authority and Delegations

- Acts as authorised by the Orchard Operations Manager on a case-by-case basis.
- When leading a team, has day-to-day supervisory authority over team members for the duration of the task, including work allocation, quality oversight, and basic timekeeping.

6. Person Specification

Qualifications (essential)

- Current New Zealand Driver's Licence
- Right to work permanently in New Zealand

Qualifications (desirable)

- Forklift licence
- Digger / excavator operator certification
- Working at Height training or certification
- First Aid Certificate
- GrowSafe certification

Knowledge, skills and experience (essential)

Fairfield Orchards is an equal opportunity employer; selection will be based on merit and the requirements of the role.

- Practical experience with hail net, orchard support structures, general fencing, or equivalent structural construction work
- Confident operation of orchard machinery and equipment
- Strong mechanical ability and practical problem-solving skills
- Reliable attendance and flexibility to work around seasonal demands
- Genuine commitment to health and safety standards

Knowledge, skills and experience (desirable)

- Experience in horticulture, agriculture, farming, or contracting
- Digger or excavator operation experience, particularly with auger and post-driving attachments
- Previous team leadership or supervisory experience

7. Competencies

- **Communication** — Communicates clearly with the Orchard Operations Manager and, where applicable, team members and contractors to ensure development work is completed safely and to the required standard.
- **Initiative** — Works independently and proactively; identifies what needs to be done and gets on with the job without requiring constant direction.
- **Mechanical aptitude** — Operates and maintains a range of orchard machinery confidently; identifies faults and maintenance requirements early and reports or resolves them appropriately.
- **Teamwork** — Works effectively as part of the orchard development team; supports colleagues and contractors to achieve shared goals across the season.
- **Planning and organisation** — Manages daily workload effectively across varied tasks and seasonal priorities; keeps accurate records and meets reporting requirements.

8. Health and Safety – All Employees

Like every worker, the position holder must take reasonable care of their own health and safety, take reasonable care that their actions do not harm others, comply with reasonable instructions, policies and procedures of the Company, and report hazards, incidents and near misses, in accordance with the Health and Safety at Work Act 2015 and Company policy.

9. Performance Review

Performance will be reviewed at least annually against the accountabilities in this position description and objectives agreed for the year. A written performance appraisal will be provided to the position holder within five working days of the review, outlining areas of excellent, acceptable, and sub-optimal performance that may require stronger focus and adjustment. Remuneration increases or performance bonus payments should not be expected following appraisal; any such increases or payments are at the sole discretion of Fairfield Orchards Limited.

10. Changes to this Position Description

This position description indicates the general nature and level of work performed in the role. It is not an exhaustive list of duties, and the position holder may be required to perform other reasonable duties consistent with the role. The Company will consult the position holder in good faith before making material changes to this position description, and any agreed changes will be recorded in writing.

11. Acknowledgement

I have read and understood this position description and have had the opportunity to discuss it before signing.

Employee name: _____

Signature: _____

Date: _____

Director name: _____

Signature: _____

Date: _____