



FLORAL/GREENHOUSE

Landscaping introduces apprentices to all aspects of floral/greenhouse from servicing customers, to maintaining plants, to filling orders.

Length of Apprenticeship: One year. Youth apprentices must have completed Plant Fundamentals prior to beginning this youth apprenticeship.

COMPETENCIES

Youth apprentices work with a job site mentor to demonstrate the following competencies.

Youth apprentices must complete a **total of 13** competencies. **Twelve** must be from the list below. If necessary, employers can substitute **1** competency with another occupationally appropriate skill. That skill should be added to the competency list for assessment. *Note: The successful completion of Plant Fundamentals is required prior to starting this pathway.*

Competencies
1. Service customers
2. Process sales
3. Create displays and/or floral arrangements
4. Prepare plant cuttings
5. Germinate seeds
6. Transplant seedlings
7. Maintain crop plantings
8. Prevent the spread of weeds, pests, and diseases
9. Perform sanitation procedures
10. Maintain products for sale
11. Fill orders
12. Load product for sale, delivery, or distribution
13. Maintain facility and equipment

REGISTERED APPRENTICESHIP BRIDGING OPPORTUNITIES

The following Registered Apprenticeship is available in this area:

- Organic Vegetable Farm Manager



Floral/Greenhouse

Youth Apprenticeship

ON-THE-JOB LEARNING PERFORMANCE STANDARDS GUIDE

YOUTH APPRENTICE INFORMATION

Youth Apprentice Name	
YA Coordinator	YA Consortium
School District	High School Graduation Date

REQUIREMENTS

Level One Requirements

Youth apprentices must complete ALL the items listed below. Check completed areas.

- Competency checklist
- Employability Skills checklist (in this OJL Guide) or the DPI Employability Skills Certificate
- Related instruction equal to 1 high school credit or at least 3 college credits
- Minimum of 450 work hours

HOURS

Record the hours the youth apprentice worked.

Total Hours Employed	Company Name	Telephone Number

COMPETENCIES

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Rating Scale

3: Exceeds entry level criteria | Requires minimal supervision | Consistently displays this behavior

2: Meets entry level criteria | Requires some supervision | Often displays this behavior

1: Needs improvement | Requires much assistance and supervision | Rarely displays this behavior

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
1. Service customers <ul style="list-style-type: none"> greet customers assist customers in choosing product provide information about plants using references sell product respond to dissatisfied customers demonstrate customer service skills 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Process sales <ul style="list-style-type: none"> calculate total sale purchases manage tax exempt sales process payments make change reconcile cash 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Create displays and/or floral arrangements <ul style="list-style-type: none"> select product for display or arrangement assemble display utilize design elements of line, form, texture, and color (i.e. filler, spiller, thriller) hide mechanics package products 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Prepare plant cuttings <ul style="list-style-type: none"> create the cutting apply rooting product plant cutting provide appropriate growing environment 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Germinate seeds <ul style="list-style-type: none"> prepare starting media apply appropriate seeding method provide appropriate growing environment 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
6. Transplant seedlings <ul style="list-style-type: none"> • prepare transplant pots • determine if seedling is ready for transplanting • handle seedlings carefully to avoid damage • plant seedlings • provide appropriate growing environment 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Maintain crop plantings <ul style="list-style-type: none"> • maintain watering and or irrigation systems • organize greenhouse crops by environmental needs and watering efficiency • water crops • pinch and space crop plantings • scout for weeds, insects, and diseases • monitor and adjust greenhouse environment 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Prevent the spread of weeds, pests, and diseases <ul style="list-style-type: none"> • inspect plants for signs of damage or disease • identify plant pests and diseases • treat plant pests and diseases • provide material for weed suppression and moisture control • thin plants 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Perform sanitation procedures <ul style="list-style-type: none"> • don personal protection equipment (PPE) • follow the cleaning and disinfecting schedule • sanitize and disinfect surfaces, tools and equipment • clean areas and surfaces 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Maintain products for sale <ul style="list-style-type: none"> • remove damaged and diseased product • maintain plant appearance through proper techniques • process and grade product • store product as required 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Fill orders <ul style="list-style-type: none"> • prioritize orders to be filled • prepare packaging • prepare labels and packing slips • locate products • pack product 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
12. Load product for sale, delivery or distribution <ul style="list-style-type: none"> determine load capacity of transport vehicle pack transportation vehicle secure load check load document loading and transport of product update inventory records 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Maintain facility and equipment <ul style="list-style-type: none"> perform routine preventative maintenance calibrate equipment perform simple repairs report repair needs discontinue use of items in need of repair 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Competency Substitute (if you replaced a competency above, note the competency and rating)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

RELATED INSTRUCTION

Indicate which related instruction course(s) the youth apprentice completed:

Course Title	Credits	Location