

BRAVE & MAIDEN

ESTATE

JOB DESCRIPTION

Job Title: Assistant Winemaker
Reports to: Winemaker
FLSA Status: Full-time/Regular/Non-Exempt
Hourly: BOE \$25-35

Position Overview

The Assistant Winemaker plays a key role in the execution, planning, and continuous improvement of all winemaking and cellar operations. Working in close partnership with the Winemaker and Estate Director, this position supports wine quality, production efficiency, team development, and operational planning from harvest through bottling. The Assistant Winemaker is both hands-on and strategic, contributing to blending decisions, financial oversight, staff leadership, and facility management while upholding the winery's quality standards and brand values.

Winemaking Operations

Planning and Execution: Assist the Winemaker in planning, scheduling, and executing winemaking activities, including crushing, pressing, racking, wine transfers, topping, filtration, and comprehensive cleaning of the cellar and equipment.

Data Management: Maintain winery production data and records using winery management software.

Blending Sessions: Work closely with the Winemaker to organize and conduct blending sessions, contributing to the development of wine profiles.

Sensory Analysis: Actively engage in sensory evaluation of all wines throughout the winemaking process, participating in sensory evaluation and contributing to blending discussions

Budgeting and Process Improvement

Financial Oversight: Assist the Winemaker in monitoring cellar expenditures and supporting budget planning

Continuous Improvement: In partnership with the Winemaker, initiate and conduct ongoing trials aimed at enhancing winemaking techniques, fostering innovation, and improving product quality.

Team Leadership and Development

Recruitment and Mentorship: Assist in interviewing and training cellar staff as directed by the Winemaker, providing guidance and fostering a collaborative and educational environment.

Training Programs: Develop and implement training programs to enhance the cellar team's skills and knowledge, promote professional growth, and ensure adherence to best practices.

BRAVE & MAIDEN

E S T A T E

Equipment and Facility Management

Maintenance Scheduling: Establish and oversee schedules for the regular maintenance and cleaning of cellar equipment, ensuring operational efficiency and asset longevity.

Operational Efficiency: Monitor production processes, identify potential equipment issues or production bottlenecks, and communicate these to the Winemaker to facilitate timely resolutions.

Inventory Management: Maintain accurate inventories of additives and chemicals, ensuring that necessary supplies are available to support uninterrupted cellar operations.

Bottling and Supply Chain Coordination

Bottling Operations: Plan and manage all aspects of the bottling process, including scheduling, supply procurement, and supervising bottling crews to ensure efficient, high-quality output.

Supply Management: Coordinate with suppliers to source necessary materials, maintaining relationships to ensure timely delivery and cost-effectiveness.

Brand Representation

Public Engagement: When necessary, represent the winery at various events, tastings, and facility tours, effectively communicating the brand's story and values to enhance public relations.

Minimum Qualifications

Experience: Minimum of five years of related wine production experience

Essential Physical Requirements

The physical requirements listed are representative of those required of an employee to successfully perform the essential functions and key responsibilities of this position. Reasonable accommodation may be made upon request and in appropriate circumstances.

- The ability to work in a constant state of alertness and in a safe manner at all times.
- **Lifting & Strength:** Ability to frequently lift and move items weighing up to 55 pounds (e.g., chemical bags, hoses, or full cases of wine).
- **Stamina & Hours:** Ability to work extended, irregular hours—including nights and weekends—especially during the 8–12 weeks of the harvest season.

BRAVE & MAIDEN

E S T A T E

- Agility & Heights: Ability to safely climb ladders, navigate catwalks, and work in confined spaces (such as inside tanks for cleaning).
- Fine Motor Skills: Dexterity for laboratory sampling and adjusting delicate machinery.
- The ability to stand, walk, climb stairs, bend, lift, twist, pull, push, carry, grasp, reach and stoop as needed.
- Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Working overtime, when requested by your supervisor, is a condition of employment.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job, including working in diverse conditions, including cold/damp cellars, hot outdoor crush pads, and noisy production environments. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate. The employee works in an active winery and office environment. Work may require occasional weekend and/or evening work.