



**TITLE: Horticulturist**  
**STATUS: Non-Exempt, Full-time as of 12/8/17**  
**DATE: March 1, 2018**

**DEPARTMENT: Horticulture**  
**REPORTS TO: Assistant Director of Horticulture**  
**WAGE RANGE: \$15-\$17/hour**

**Position Description-Rose Garden/Upper Gardens**

Horticulturalist is responsible for a broad range of garden maintenance activities and the continued development of the formal and informal gardens. Specific areas include the Upper Rose Garden, Kaftan Lusthaus, Stumpf Belvedere, Marguerite Kress Oval, Vietnam Veterans Memorial Garden, Color & Foliage Garden, and other areas as needed.

**Essential Duties & Responsibilities**

- Under the guidance of the Assistant Director of Horticulture be responsible for the overall design and maintenance of assigned areas, including IPM (integrated pest management) and limited chemical pesticide application, as needed
- Proper and safe operation of basic landscape tools, power tools, small machinery and vehicles
- Assist in supervising seasonal employees, interns, and volunteers while maintaining a safe and friendly work environment
- Participate in activities outside of assigned Garden areas as needed, including bulb planting, garden cleanup, snow removal, and event set-up/take-down
- Occasional weeknight and weekend work as needed, including greenhouse maintenance tasks and special event support
- Assist in annual plant production, with opportunities to assist in ordering plant material and designing annual display beds
- Work Garden of Lights event where needed, and as time allows, assist with the installation/removal of displays
- Assist in collections management, including maintaining and updating plant records, as well as creating and placing plant display labels
- Flexibility to work in an ever-changing environment with the ability to prioritize and juggle competing tasks
- Participate in continuing education/training, as related to position
- Perform other duties as assigned

**Job-Specific Duties**

- Interest and desire to work with roses
- Coordinate and work with the N.E.W. Rose Society to maintain the Upper Rose Garden, specifically in the proper pruning, fertilizing, deadheading, mulching, and IPM practices of roses
- Judge the American Rose Trial for Sustainability (A.R.T.S.) and Earth-Kind® Modern Rose trials
- Help organize and supervise live plant auction and plant pick-up for Tastebud event

**Preferred Education & Experience**

- A Bachelor's degree, certification, or equivalent training in Horticulture or related Plant Science field
- Minimum 2-3 years of experience working in a public garden or similar setting
- Strong working knowledge of plant identification, plant growth and cultural characteristics, proper IPM techniques, and the desire to continually build upon this knowledge
- Experience designing annual display beds and containers
- Experience supervising others, including seasonal staff and/or volunteer groups
- Basic knowledge of BG-Base, GIS, AutoCAD, and Corel Draw software.
- Proficient in the use of Microsoft Office Suite
- Self-motivated, organized, detail-oriented, effective time-management skills
- Ability to follow directions, while working independently or in a group setting
- Ability to lift 50 lbs. and to perform strenuous physical tasks in all weather and temperature conditions
- Excellent interpersonal skills and the ability to effectively communicate both verbally in writing with staff, volunteers and public
- Valid driver's license is required

**Application Instructions**

Please submit a cover letter and resume as a PDF attachment to [info@gbbg.org](mailto:info@gbbg.org) (Attention: Lindsay Hendricks) by January 15, 2018. Only those meeting the minimum requirements and submitting all required information may be contacted for further inquiry.