



TITLE: Summer Garden Intern
STATUS: Non-Exempt, Full-Time Seasonal
DATES: May – August 2018

DEPARTMENT: Horticulture
REPORTS TO: Assistant Director of Horticulture
WAGE: \$11/hour

POSITION DESCRIPTION

The Summer Garden Intern is responsible for a broad range of garden maintenance activities. Primarily, the intern will work alongside a Horticulturist, rotating throughout the Garden, while regularly working with groups of volunteers and other interns. This is a paid internship during the summer (May-August), for 40 hours per week. Start and end dates are flexible.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Under the guidance of the Assistant Director of Horticulture and Horticulturists, assist in the overall maintenance of Garden areas, including the planting, transplanting, pruning, weeding, watering, mulching and support of IPM (integrated pest management) of existing annual and perennial beds throughout the Garden
- Watering and care for nursery stock and containerized bedding plants while in holding for installation
- Assist with the turf maintenance of the Garden, including mowing, raking, and edging
- Limited chemical pesticide application in accordance with all federal and state laws, regulations and safety policies
- Assist in supervising volunteers while maintaining a safe and friendly work environment
- Demonstrate proper and safe operation of basic landscape tools, power tools, small machinery and vehicles
- Occasional weeknight and weekend work as needed, including greenhouse maintenance tasks and special event support
- Perform other duties as assigned

PREFERRED EDUCATION & EXPERIENCE

- Second year or higher student seeking degree in Horticulture or related Plant Science field
- Experience working in a public garden or similar setting, preferred
- Strong working knowledge of plant identification, plant growth and cultural characteristics, proper IPM techniques, and the desire to continually build upon this knowledge
- Experience supervising others, including volunteers, preferred
- Self-motivated, organized, detail-oriented, effective time-management skills
- Ability to follow directions and complete tasks safely, efficiently, and to a high standard of excellence when working independently, and also able to motivate others when working 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
- Flexibility to work in an ever-changing environment with demonstrated ability to prioritize and juggle competing tasks

SCHEDULED HOURS

- Monday through Friday, 7:00am – 3:30pm
- Rotating weekends and occasional evenings required

APPLICATION INSTRUCTIONS

Please submit a cover letter and resume as a PDF attachment to Lindsay Hendricks at lhendricks@gbbg.org by February 23, 2018. Only those meeting the minimum requirements and submitting all required information may be contacted for further inquiry. Interviews will occur in March.