Position Title: Part-time Seasonal Gardener  
Position Reports to: Head Gardener, Leach Botanical Garden  
Department: Horticulture  
Exempt/Non-Exempt: Non-Exempt

Overview
The Seasonal Gardener will assist Gardeners’ maintenance needs required throughout the botanical garden. The Seasonal Gardener reports to the Head Gardener.

Duties
• Assist horticulture staff to provide overall care and maintenance to horticultural displays, including but not limited to weeding, mulching, watering, and planting
• Maintain garden tools and equipment, including cleaning, sharpening, and light repair
• Assist with accurate and timely plant record-keeping of the permanent collection
• Work as a cohesive member of the gardening team and keep a positive attitude
• Observe and work within all safety guidelines and procedures laid out by the organization
• Occasionally work with and supervise horticulture volunteers
• Other duties as assigned

Qualifications
• High school degree or equivalent education completed
• Completion of a horticulture training program or equivalent experience in landscape maintenance

Requirements
• Ability to perform intense physical labor in all weather conditions and work in an environment with occasional loud noise
• Capable of using power tools such as leaf blowers, mowers, and string trimmers
• Ability to repeatedly lift up to 50 lbs and maneuver heavy items
• Comfortable interacting and engaging with the public to provide a positive visitor experience
• Keep open, honest, and timely communication with coworkers and supervisors
• Arrive for work on time for scheduled hours
• Keep a professional demeanor, work well under pressure, and complete all work assigned to the high standard expected of the garden department

Compensation
• Wage: $19.50/hour
• Benefits: Employee receives vacation and sick time. Healthcare benefits are not offered for this position.
• This is a part-time, hourly position with 24-32 hours per week. Shift schedule is flexible but will include Saturday as a regular shift. Work hours are flexible but will fall within 7:30am to 5pm. This is a temporary position until September 30, 2023. The position is available immediately.

Background
The gardens at Leach are at the heart of the visitor experience. The overall quality and presentation of the garden often provide the visitor with their first impression and immediately affect the overall visitor experience, donor cultivation and community support. High standards must be upheld in all areas. Advocacy and problem-solving are key to success in this position.