



## Horticulturist

**Reports To:** Director of Horticulture

**Status:** Full Time

**Classification:** Non-Exempt

**Approved/Revised Date:** November 2019

### Summary:

Responsible for performing all aspects of planning and maintenance of perennial and vegetable garden beds, greenhouse-based herbaceous plant propagation/production, grounds and display bed maintenance in the assigned area to set and retain a standard of horticultural excellence. Time and projects will be employed primarily at Waterfront Botanical Gardens' (WBG) satellite programming campus within the Avish estate in Prospect, Kentucky. Occasional seasonal support will also be required at the main botanical gardens site on Frankfort Avenue in Louisville. Expected work week Tuesday - Saturday.

### Organizational Duties and Responsibilities:

1. Commitment to WBG's mission and its core values. Facilitates and supports the design and implementation of policies and procedures.
2. Supports and facilitates positive interaction with others by exhibiting: Individual maturity, respect for others, a team-centered approach, maintenance of confidential information, and an appreciation of a multicultural workplace.
3. Exhibits effective writing, organizational, time management, and interpersonal and oral communication skills.
4. Effectively prioritizes and coordinates job tasks for maximum productivity.
5. Participates in appropriate professional development programs and training to attain and maintain competency.
6. Effectively implements the horticulture practices to ensure quality in all work and support educational programming goals; requires working with other staff and volunteers.

### Essential Duties and Responsibilities:

1. Maintains display or vegetable beds through weeding, watering, pruning, deadheading, mulching, edging, raking, and fertilization at the highest aesthetic and horticultural standards while embracing environmentally sound integrated pest management methods.
2. Presentation of plant labels and a clean garden setting free of litter and debris from beds and walkways are expected.
3. Spearheads plant selection and production of cool- and warm-season vegetable, herb and annual crops for display and harvest in the kitchen garden beds and containers.

4. Maintains tropical greenhouse specimen plants year-round and monitors greenhouse environmental conditions and control systems for impact on living plants.
5. Performs the appropriate soil preparation, planting and establishment procedures for an array of outdoor-hardy (USDA Zone 6b-7a) plant types.
6. Works alongside other members of the WBG staff in team projects, including interns and volunteers.
7. Operates small engine equipment safely (tiller, snowblower, weed-eater, blower, edger, mower, chainsaw, electric clipper, or other similar machines etc...).
8. Cleans, maintains and uses hand tools and equipment responsibly.
9. Provides support for educational programs, such as student field trips, tour groups and adult education classes utilizing the Avish, and important special/seasonal events at the botanical gardens site.

**Specific Skills:**

Must have successful experience working in a team setting as well as working independently with integrity to meet goal deadlines and provide quality results. Must have an efficient and productive work style to allow maximum and efficient use of limited resources. Must have the ability to present a positive image of the organization to the community. Requires the ability to work well with other staff, interns, and volunteers.

**Supervisory Responsibilities:**

No supervisory responsibilities unless designated to oversee specific volunteer or intern projects and/or events.

**Qualifications:**

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must pass a background check.

**Education and/or Experience:**

Minimum of an Associate's degree in Horticulture or closely related field and 3 years of practical experience. Bachelor's degree and at least one year of experience in a public garden or private estate setting preferred. In lieu of relevant degree, additional horticultural work experiences may be considered. Previous greenhouse experience preferred.

**Language Skills:**

Ability to read, write, and converse in English. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, product labels and procedure manuals. Ability to write routine reports and correspondence, including with use of a computer. Ability to effectively communicate with groups of customers, staff, vendors, and others. Professional demeanor and use of appropriate vocabulary in the presence of others, particularly in the presence of minors.

**Certificates, Licenses, Registrations:**

Must have current driver's license and insurable driving record. Preference for holding a current Kentucky pesticide applicator's license, but not required.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. Over the course of an 8-hour day, the employee is required to perform manual labor. Ability to stand, walk, sit, use hands to finger, pull, handle, or feel, reach with hands and arms, climb ladders, kneel. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Must be physically able to operate power equipment.

**Work Environment:**

Must be willing to shift work hours, on weekends as requested for special events/educational programs, or occasionally work on holidays to ensure plant health under glass. Must be able to work the required hours to accomplish tasks and meet deadlines. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to outside weather conditions including high heat, humidity, rain and wind as well as subfreezing temperatures and snow. The employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock, and vibration. The noise level in the work environment is usually low to moderate.

Salary range is \$38,000 - \$45,000. Salary will be based on relevant experience.

Benefits Offered: Health + dental insurance; simple IRA; paid time off for vacation, sick days and holidays; and flex spending account.

To apply please send resume and cover letter to: [info@waterfrontgardens.org](mailto:info@waterfrontgardens.org)

No phone calls or office visits, please.

Application deadline: February 1, 2020