



## Gardener

**Department:** Horticulture **Supervisor:** Lead Gardener/Gardener

**Supervises:** N/A

**FLSA Salary Classification:** Non-Exempt, Full Time or Part Time Temporary/Seasonal, On Call

**Availability:** Ability to work a flexible schedule including nights, weekends and holiday hours. The actual schedule will be based upon department and organizational needs.

### General Summary:

Maintain assigned garden(s) or collection(s) in excellent horticultural and aesthetic condition.

### Essential Duties:

- Communicate with the Lead Gardener to understand and achieve individual garden and collection objectives.
  - Ensure lawns on grounds are properly maintained, including clearing of debris, mowing, trimming, aerating, edging, fertilization, and disease and pest monitoring and treatment.
- Perform all functions involved in the care of a specified area, including:
- Planting, dividing and transplanting trees, shrubs, groundcovers, and herbaceous plants
  - Weeding, mulching and watering
  - Cultivating and fertilizing
  - Pruning and minor arboricultural work, removing dead and diseased wood, and dead plants
  - Hedge trimming
  - Edging, removing unwanted sod, brush cutting
  - Removing litter, twigs, leaves and other material from assigned and adjacent areas
  - Safe and proper use of pesticides and pesticide mixing/storage facility
  - Invasive species surveillance and control
  - Monitoring and controlling threatening insects, diseases, and nuisance animals
  - Learn, understand, and demonstrate the ability to safely operate and maintain all motorized equipment according to the operator's manuals. Responsible for proper operation and maintenance of tools and equipment used in job.
  - Work with, oversee, and advise the supervisor as to the quality of the performance of assigned seasonal employees, contractors, or volunteers.
  - Notify appropriate supervisor of necessary repairs to garden features, equipment, or hardscapes in an assigned garden or collection.
  - Prepare and maintain assigned garden or collection for special events, exhibitions, and other large-scale grounds projects.
  - Participate in clean-up operations.
  - Record keeping: report changes to woody and herbaceous perennial plantings (new plantings, transplants, removals) per Plant Records Workflow Manual
  - Monitor irrigation
  - Other duties as assigned.

**Qualifications:**

High school diploma. Demonstrated practical work experience in horticulture or related field required. In lieu of a high school diploma, substantial related practical work experience required. Strong interest in outdoor plants and their proper culture and care. Must be able to safely operate essential equipment and tools, and have a basic understanding of them, including the care and maintenance. Requirements may include becoming certified in First Aid and CPR (classes provided), obtain and maintain an Alabama Pesticide Operator's License and potentially be subject to insurability and an annual Motor Vehicle Record (MVR) report. Basic proficiency with Microsoft Office and applications beneficial.

**Success Factors:**

Ability to perform physically demanding work outside in all weather conditions. Willingness to work alone or as part of a team. Effective time management skills. Ability to guide and give direction to on-site contractors and volunteers. Customer service oriented with the ability to relate effectively with persons internal and external to the Garden.

**Physical Demands and Work Environment:** The physical demands and work environment characteristics 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 these essential functions.

- **Physical Demands:** Requires significant physical activity: limited lifting (up to 100 lbs. assisted) carrying (up to 30-50 lbs.), bending, climbing (up to 15 ft.), walking over varied terrain. Sense of vision and hearing in the normal range with or without correction. Sense of touch and the ability to wear Personal Protective Equipment is required.
- **Work Environment:** Work is performed primarily outdoors in all weather conditions. Exposure to loud, prolonged noises and/or vibrations.
- **Equipment:** Horticulture hand and power tools, landscape equipment, pesticides and related application equipment, irrigation controller, front-end loader, mower, tractor, wheelbarrow, van, utility vehicle, aerial bucket truck, bicycle, two-way radio, general office equipment.
- **Schedule:** Work may require regular evening, weekend, and occasional holiday hours depending on the season.

*Job descriptions are guidelines that attempt to characterize major duties and responsibilities of employees, and are subject to change as needs and programs change. At Huntsville Botanical Garden they are considered neither inclusive nor exclusive. It is expected that up to 20% of your duties may change annually.*