

JOB DESCRIPTION

Position Title: Seasonal Lawn Maintenance and Gardener

Written By: Susan Mertz, Director of Horticulture

Position Reports to (Title): Dave Chastain, Senior Gardener, Core Gardens

Effective Date: March 2021

Department: Horticulture

Exempt/Non-Exempt: Non-Exempt, Hourly

1. Position Summary

This position is responsible for the overall display and maintenance of the turf of assigned areas within the Core Gardens, Visitor Center Gardens, Heartland Harvest Garden, and Production Greenhouse at Powell Gardens. The highest quality and execution should be focused on lawn care maintenance providing the visitor to Powell Gardens a setting for a botanical garden experience.

2. Essential Functions

Grounds and Natural Resources

Display

- Maintenance of turf in gardens as assigned
- Weekly trimming of garden areas and production greenhouse zone
- Weekly trail maintenance including trimming, removing limbs, and pruning passageways
- Garden tasks as assigned by Lead Horticulturist
- Implement thoughtful strategies for lawn and garden maintenance allowing for the least amount of impact to the visitor experience.
- We strive for excellence with horticultural display and impact on visitor experience, emphasizing the quality of collections, materials, function, and design. By maintaining exemplary standards of horticultural care, we reflect this commitment to excellence, ensure the optimal health of our living collections, and create a landscape of enduring beauty giving a positive impact on visitor experience.

Collection Care

- Coordinate and communicate with Dave Chastain, Senior Gardener, on lawn care and maintenance.
- Coordinate and communicate with the Director of Horticulture, trail collection care and maintenance.

Plant Accession and Plant Tags

- Report broken plant tags to Director of Horticulture or Lead Horticulturist

Pest and Disease Management

- Identify and control as directed any threatening plant pests and lawn diseases.

Seasonal Festivals and Exhibitions

- The horticulture team is an integral part of planning, designing, installing, and tearing down seasonal festivals and annual exhibitions. Participation in meetings, creating designs, hands-on construction, and working festival shifts beyond traditional garden hours may be required.

Facilities Maintenance

- Inspect and communicate concerns and needs in a timely manner allowing enough lead time to manage issues.

Volunteers/Interns

- Provide direction and support for all volunteers and interns in your area.

3. Sphere of Responsibility

Supervises:

- Volunteers

4. Internal and External Contacts

Internal: Powell Gardens staff, horticulture department, maintenance department.

External: Visitors, donors, volunteers, board members, contractors, vendors.

5. Consequence of Error

This position is responsible for the turf, hiking areas, and other assigned areas at Powell Gardens. The overall quality and presentation of these areas often provide the visitor with their first impression.

6. Experience/Education

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| Education | High School Diploma or GED, or AAS in Turf Management or related field. |
| Experience | Experience in Lawn Care Maintenance |
| Equipment | Experience operating zero turn mower, 4WD mower, push mower, trimmer, and leaf blower is preferred |
| Knowledge | Operate necessary garden equipment and vehicle. Valid driver's license |
| Communications | Written and oral communication skills. Timely and organized. |
| Core Competencies | <p>Action- Oriented Readily takes action on challenges, without unnecessary planning; identifies and seizes new opportunities; displays a can-do attitude in good and bad times; steps up to handle tough issues .</p> <p>Courage Readily tackles tough assignments; faces difficult issues and supports others who do the same; provides direct and actionable feedback; is willing to champion an idea or position despite dissent or political risk.</p> <p>Instills Trust Demonstrates respect of others through honoring commitments; demonstrates fair and ethical behavior with customers and employees; is consistently aware of the shadow he/she casts; gains the confidence and trust of others easily; expresses self in credible and transparent manner.</p> <p>Managing Change & Improvement Measures effectiveness in initiating changes; adapts to necessary changes from old methods when they are no longer practical; identifies new methods and generates improvement in the organization's performance.</p> |

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| | <p>Nimble Learning Learns quickly when facing new situations; experiments to find new solutions; takes on the challenge of unfamiliar tasks; extracts lessons learned from failures and mistakes.</p> <p>Situational Adaptability Picks up on situational cues and adjusts in the moment; readily adapts personal, interpersonal, and leadership behavior; understands that different situations may call for different approaches; can act differently depending on the circumstances.</p> |
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7. Physical Requirements/Work Environment

Must be able to lift 50lbs; accomplish strenuous work ongoing basis in various conditions, including extreme heat and cold; must have dexterity and be able to groom plants and prune with speed and accuracy; ability to work evenings, holidays and weekends as required.

Application Process:

Complete online application or email resume to Susan Mertz, smertz@powellgardens.org.

Disclaimer Statement:

Every effort has been made to make your job description as complete as possible. However, this position description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other duties requested by their department supervisor.

Accepted By: _____

Date: _____