



Position: Horticulturalist

Status: Regular full-time, non-exempt

Reports to: Director of Buildings and Grounds

Position Summary

The horticulturalist seeds and maintains the flowers, trees and green spaces on the grounds and facilities owned and operated by the Westmoreland Davis Memorial Foundation, Inc. The position requires weekend and after-hour event support, property security, and emergency maintenance repairs. The ideal candidate must be able to self-motivate, multi-task, and safely operate maintenance equipment. Work is subject to environmental conditions, extreme cold and heat, noise, vibration and working in hazardous conditions.

Horticulturalist responsibilities include monitoring the health of all plants and greenscapes, watering and feeding plants, trimming trees and shrubs, fertilizing, and mowing lawns, weeding gardens, and keeping green spaces and walkways clear of debris and litter. The ideal candidate should know how to use and maintain landscaping equipment, including mowers, trimmers, and fertilizers, while following health and safety regulations.

Ultimately, the horticulturalist will make sure our gardens and green spaces are always healthy and beautiful.

Position Qualifications

- One or more years' experience as a gardener.
- Good communication skills and outstanding interpersonal skills.
- Ability to work independently as well as effectively with a multi-disciplinary, multi-contractor team and function effectively in a rapidly changing environment with minimal supervision.
- Must have a current/valid Driver's License and be an insured driver.
- Minimum high school diploma or equivalent required. Bachelor's degree in horticulture or a related field (or associate degree and equivalent experience) preferred.
- Must hold a Pesticide and turf application certification.
- Certification through the ASHS a plus.
- Experience in landscaping or working with various types of plants (3-5 years preferred).
- Comfortable working outside in various weather conditions.
- Eye for detail.

Primary Duties and Responsibilities

(May not include all duties performed.)

- Demonstrate a superior work ethic and attitude.
- Ensure adherence to quality standards and health and safety regulations.
- Routine duties, which include but are not limited to:
 - Install and maintain seasonal plants.

- Mow, trim and fertilize green spaces.
- Mulch, edge and weed gardens.
- Prune and trim trees and bushes.
- Maintain all gardening equipment and machinery, like mowers, trimmers and leaf blowers.
- Monitor and maintain the health of plants.
- Deal with pest problems that could damage plants.
- Keep gardens and green spaces clear of debris and litter.
- Participation in varied and different projects (*e.g. renovations*).
- Use of essential equipment such as hand tools, drill presses, welders, air compressors, jack hammers, tampers, trash pumps and generators, forklifts, tractors, dump trucks, saws, skid steer, and backhoes while performing essential duties.
- Participation in event preparation and availability to work weekends when required.
- Snow, ice, tree/limb, etc. removal to keep site open and safe for residents, staff, clients and pedestrians.
- Support for emergency maintenance concerns and repairs, including after-hours.
- Perform other related duties and activities as required.

Essential Skills and Experience

- Experience as a gardener.
- Familiarity with landscaping design.
- Extensive knowledge of regional plant life.
- Knowledge of local pests and how to eliminate them.
- Knowledge of synthetic and natural fertilizers.
- Knowledge of state health and safety regulations for landscaping.
- A love of the outdoors and plant life.
- A high school degree or GED; Bachelor's degree in horticulture or related field preferred.
- Knowledge of standard practices, methods, tools, materials, and equipment used in property and building maintenance.
- Basic English grammar, spelling, and usage and general arithmetic and mathematic principles.
- Ability to read diagrams, maps, and work orders.
- Use and maintain tools and equipment associated with building maintenance.
- Be organized, neat and detailed-oriented.
- Use a computer, word processing, spreadsheet program or other application software as required.

Physical Requirements

- Effectively communicate and interact with other employees and the general public.
- Perform work in all types of weather, often for long periods of time.
- Transfer machinery, equipment, and supplies in excess of 50 pounds.

- Perform work at and near heavily trafficked areas safely.
- Must be able to walk, climb stairs and ladders, kneel, bend, squat and walk over rough and uneven terrain, and work at heights.