



## **Job Description**

Title: Horticulturist

Department: Garden

Reports to: Executive Director

Status: Part-Time (32 hours)

Hours: Wednesday through Saturday, occasional weekend/evenings required

Wage: \$18 - \$20/hour

Assist Kruckeberg Botanic Garden in achieving its mission and vision by completing a broad range of garden maintenance activities in assigned areas and other sites as needed, working independently and alongside Garden staff and volunteers.

## **Duties and Responsibilities**

### Core Competencies and Essential Functions

1. Be responsible for the overall design and maintenance of assigned areas, including the planting, transplanting, pruning, weeding, mulching, and support of IPM (integrated pest management) of existing plantings throughout the Garden
2. Assist with guests and retail sales on open days as needed: cashier, answer questions about plants and available stock, provide excellent customer service
3. Assist with maintenance tasks including watering and care for retail nursery and propagation stock
4. Assist with maintenance of the Garden, including mowing, raking, edging, and watering
5. Supervise seasonal employees, interns, and volunteers while maintaining a safe and friendly work environment
6. Demonstrate proper and safe operation of essential landscape tools, power tools, small machinery, and vehicles
7. Demonstrate a basic understanding of irrigation management and repair
8. Participate in activities outside of assigned Garden areas as needed, including garden cleanup, snow removal, and special events support
9. Work Solstice Stroll event where needed and as time allows, assist with the installation and removal of displays
10. Assist in collections management, including maintaining and updating plant records, as well as creating and placing plant labels
11. Participate in continuing education/training, as related to the position
12. Perform other duties as assigned



## **Education and Experience**

### Qualifications, Skills, and Physical Requirements

- Degree, certification, or equivalent training in Horticulture or Plant Science
- Experience working in a public garden or similar setting preferred but not required
- Experience working in a retail nursery setting, cashiering, customer care, preferred but not required
- Strong working knowledge of plant identification, plant growth, and cultural characteristics, proper IPM techniques, and the desire to continually build upon this knowledge
- Experience supervising others, including volunteers preferred but not required
- Self-motivated, organized, detail-oriented, practical time-management skills
- Ability to follow directions and complete tasks safely, efficiently, and to a high standard of excellence when working independently
- Ability to lift 40 lbs. and to perform strenuous physical tasks in all weather and temperature conditions
- Excellent interpersonal skills and the ability to communicate effectively
- Flexibility to work in an ever-changing environment with demonstrated ability to prioritize and juggle competing tasks

### **About Kruckeberg Botanic Garden:**

The Kruckeberg Botanic Garden (KBG) is a publicly owned botanic garden in Shoreline, Washington, which displays a unique blend of Pacific Northwest native plants and temperate plants from around the world in a naturalistic, wooded setting. KBG was founded in 1958 by Arthur and Mareen Kruckeberg, who amassed the plant collection in the property surrounding their home.

Since 2008, the Garden has been owned by the City of Shoreline but operated and maintained by the Kruckeberg Botanic Garden Foundation (KBGF), a 501(c)(3) designated non-profit. KBGF is responsible for the entire operation and maintenance of the Garden, programming and education in the space, and operations of the MsK Rare and Native Plant Nursery, a small retail nursery located onsite.

### **Equal Opportunity Employer:**

Recruiting and training a diverse workforce is a high priority at Kruckeberg Botanic Garden. The Institute does not discriminate on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, sexual orientation, physical or mental disability, military, genetic information, ancestry, marital status, age, citizenship, or any other basis prohibited by law in any of its policies or programs.