Tower Hill Botanic Garden believes diversity in nature promotes a healthy, vigorous garden. We believe that diversity among our staff promotes a healthy work environment and a vigorous organization. We recruit, employ, train, compensate and promote regardless of race, religion, color, national origin, sex, disability, age, veteran status, and other protected status as required by applicable law. We believe in diversity of race, gender identity, sexual orientation, religion, ethnicity, national origin, ability, and all the other traits that make us unique. Tower Hill is an equal opportunity employer.

**Job Description**

The Horticulturist is responsible for:

- Maintaining the naturalistic garden areas using sustainable horticultural practices. Primary areas of responsibility include the Inner Park (native plant garden), Shade Garden, and Wildlife Pond, with secondary responsibility for managed meadows and nature trails.
- Performing and/or directing others to perform horticultural tasks include planting, pruning, watering, mulching, weeding, pest and disease scouting and control, and propagation.
- Maintaining garden infrastructure in coordination with the Director of Horticulture and Facilities Manager.
- Continuing ongoing work to design and develop the horticultural interest throughout the naturalistic garden areas.
- Supporting snow removal operations under the direction of the Facilities Manager.
- Ensuring that plant collections are true to name, clearly labeled, and properly recorded in the Living Collections database; assists with plant records database and creates plant labels with staff and volunteer support.
- Working with the Director of Horticulture to assess, evaluate, and enhance the conservatory collections to meet the goals of the Society.
- Supporting Tower Hill’s educational programming, including, for example, leading occasional tours of the garden.
- Performing other duties as assigned by the Director of Horticulture.

**Horticulture, Design and Display**

- Ensures the highest standards of landscape displays, using environmentally responsible methods.
- Supports the Living Collections Policy and associated operating procedures, and supports the management of the plant records database.
- Supports the aesthetic vision and inspiration for horticultural displays in the naturalistic gardens.
- Adheres to high standards of horticultural display, as determined by the Director of Horticulture, with a special emphasis on environmental sustainability and aesthetics.
- Ensures horticultural maintenance and installation of naturalistic gardens.
Collaboration & Interpersonal Skills

- Participates in garden-wide events, exhibitions, and group projects serving a leadership or supporting role as assigned, such as Autumn Illuminated, Night Lights and other exhibitions.
- Willingly and cheerfully integrates work of horticulture department with the efforts of other departments.
- Comfortably interacts with Garden visitors.
- Performs duties in a manner consistent with a public garden serving multi-generational families, and in accordance with directed practices and procedures.

Safety, Supervision and Training

- Supervises one full-time, year round Gardener, seasonal interns, and volunteers. With Director of Horticulture, participates in hiring and performance reviews for full time Gardener. The Horticulturist is expected to develop and manage the professional growth of the Gardener.
- With supervisor, monitors and documents safety and risk management programs and training for assigned personnel.
- Works with an awareness of surroundings and vigilant to any possible threat to the safety of visitors, volunteers, and staff or to their property. Ensures all concerns are reported promptly.
- Ensures all mishaps, injuries, and incidents are reported immediately and ultimately in writing using the appropriate reporting forms and notification process and advising the employees as necessary how to seek treatment under workers compensation guidelines.
- Ensures compliance with all applicable federal and state laws and regulation.
- Complies with provisions of the current Employee Handbook, all published personnel policies, and the requirements of the job description.
- Ensures proper use and preventative maintenance of equipment, tools, vehicles, and irrigation systems.

Qualifications / Physical Demands / Working Conditions:

- Bachelor’s degree in horticulture, plant science, or closely related field and at least three years of relevant experience
- Working knowledge of hardy temperate garden plants, with an emphasis on North American native plant species, their growth and display potential.
- Ability to safely and effectively operate a wide range of equipment, hand and power tools, vehicles and small power equipment, and irrigation systems.
- Self-motivated, organized, and able to manage time effectively with minimal supervision.
- Must be able to lift 50 pounds repeatedly.
- Must be able to work outdoors all seasonal extremes.
- Must be able to bend, squat, kneel, stand, and walk for extended periods of time.
- Must have or be able to obtain a Massachusetts pesticide applicator (core) license and a Class 2A Hoisting Engineer License

Note: Duties described above, other duties and physical demands have been identified as essential functions as required by the Americans with Disabilities Act.

Schedule
The Horticulturist position is non-exempt. The standard work schedule for this position is Monday-Friday. However, the schedule may be flexible to suit the needs of the organization and may at times involve weekend or evening hours. Work is performed both indoors and outdoors, and the Horticulturist will be asked to assist with event management in both indoor and outdoor roles.

Tower Hill Botanic Garden is an Equal Opportunity Employer.