



PT Public Garden Landscape Maintenance, Gardener

Job Summary

This is a semi-skilled level employee classification. Perform landscape maintenance, grounds keeping, light construction, and many other miscellaneous garden projects and plant care duties for The Water Conservation Garden. This part-time non-exempt position reports directly to the Director of Horticulture and may require some evenings and weekends for event scheduling as well. It is not uncommon to assist visitors with plant questions, work with volunteers, and even janitorial duties as needed. Working hours will be confirmed after the interview process will consist of 3 days; 29 hours/week including some holiday shifts.

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Primary responsibilities

Duties include but not limited to:

- Landscaping care and proper pruning trees and shrubs, mulching, weeding, etc.
- Jack-of-all-trades aptitude and a willingness to learn construction and building skills
- Lead volunteers and docents in Garden projects
- Set up and break down of Garden events, weddings, festivals, etc.
- Janitorial duties for buildings, facilities, restrooms, etc.
- Other miscellaneous duties assigned as needed by Supervisor

Required Skills

- Knowledge of horticulture and plant identification
- Irrigation maintenance, installation and repair preferred
- Knowledge of landscape and construction tools, mowers, blowers, edger, weed whip, pruning tools, and ability to drive a variety of vehicles including, golf carts, automatic trucks, and standard vehicles.
- Time management is essential and comfortable with multi-tasking
- Ability to work in safe and efficient manner
- The ability to work with a wide range of ages and personalities in a positive manner
- Administrative: Computer/Office skills to include: Excel, Word, Outlook, Google Calendar

Minimum Requirements:

Plant Identification with a minimum of two years of landscape installation, maintenance, or equivalent College degree or professional studies preferred with a concentration in Ornamental Horticulture or related field.

Certifications/Licenses: Valid CA driver's license, reliable transportation

Additional Qualities

- Analytical Thinking - Job requires strong analyzing information and using logic and common sense to address non-supervised work-related issues and problems.
- Adaptability/Flexibility - Job requires being open to change (positive or negative) and to considerable variety in the workplace.
- Innovation - Job requires creativity and alternative thinking to develop new ideas and answers to work-related problems.
- Team Player - Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude. Working with others to achieve the greater goal and being understanding and helpful on the job
- Dependability - Job requires being reliable, responsible, and dependable, and fulfilling obligations
- Integrity - Job requires being honest and ethical.
- Advise customers on plant selection or care.

Working Conditions

Work to be performed mostly in an outdoor hot environment. Applicants must be in good physical condition and able to exert physical operations requiring but not limited to sitting, standing, walking, climbing, stooping, kneeling, reaching, handling, and hearing; lifting and carrying of tools and equipment weighing up to 50 lbs. Workplace is non-smoking and drug-free. Weekend and evening hours required.

About the Water Conservation Garden

The mission of The Water Conservation Garden is to inspire positive change in the living environment through the conservation of water and other natural resources.

The Water Conservation Garden has nearly six acres of displays that showcase water conservation through a series of beautiful themed gardens, such as a native plant garden and a vegetable garden, as well as how-to displays such as mulch and irrigation exhibits. The Garden also features a native butterfly pavilion that is open spring and summer each year. Please visit our Exhibits page for more information.

Employment at the Water Conservation Garden

It is the policy of Water Conservation Garden to provide equal employment opportunities to all qualified persons without regard to race, creed, religion, sex, sexual orientation, age, national origin, physical or mental disabilities, marital status, veteran status, or any other status or characteristic protected under federal, state, or local law. The Immigration Reform and Control Act of 1986 requires the Water Conservation Garden to hire only individuals who are eligible to work in the United States. Upon the employee's reporting for the first day of work, an individual will be expected to present proper documentation establishing employability.