

# Horticulture Research Intern

## Lewis Ginter Botanical Garden



<b>Direct Supervisor:</b>	Manager of Horticulture		
<b>Department:</b>	Horticulture	<b>Job Category:</b>	Category 3
<b>Location:</b>	Richmond, VA	<b>Travel Required:</b>	No
<b>Level/Salary Range:</b>	\$11.25	<b>Exempt/Non-exempt:</b>	Non-exempt
<b>Contact:</b>	George Cowart georgec@lewisginter.org	<b>Position Type:</b>	Full-time, seasonal 37.5 hours/week
<b>Date Posted:</b>	March 15, 2018	<b>Posting Expires:</b>	Until Filled

### **Garden Overview**

Lewis Ginter Botanical Garden was founded in 1984 as a community oriented, non-profit garden. After 34 years, the Garden now encompasses 82 acres, four lakes, 5,700 unique taxa of plants within 15 distinct outdoor gardens, 11 major buildings including a conservatory and greenhouse, plus an 80-acre branch site, the Lewis Ginter Nature Reserve. In 2018 we welcomed, taught, energized and engaged over 390,000 guests through stunning botanical displays, inspiring exhibitions, entertaining activities and over 1,000 formal and informal education offerings. We continued engaging the community through various initiatives through the Beautiful RVA movement. We updated the strategic plan and continued priority project planning within the scope of the 2016 master site plan. Our 120 full- and part-time staff, 650 volunteers and 12,000 member households strive daily to honor the Garden's mission of connecting people through plants to improve communities.

We do this through a broad variety of mission related activities and enterprise business services. We try to pattern ourselves on extraordinary programs and institutions nationwide, and where there are no examples, we intend to lead. We aspire to be a Garden that is representative in every way of the diverse community we serve.

### **Job Description**

Lewis Ginter Botanical Garden's Horticulture Team is seeking an inquisitive, dynamic, hard-working and enthusiastic research intern, who is excited about spending the summer learning the art and craft of horticulture while implementing and completing a plant-based research project. The intern will work in all Garden areas, assisting staff and volunteers with the challenging, hands-on tasks of managing and curating a wide variety of seasonal displays, garden areas, plant collections and departmental initiatives. When not scheduled to conduct research, the intern can expect to weed, rake, groom, prune, plant, mulch and haul debris in seasonal extremes and all weather conditions on a daily basis.

**LEWIS  
GINTER  
BOTANICAL  
GARDEN**

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lewisginter.org

## **Responsibilities**

### **Research Tasks**

- Work with Director and Manager of Horticulture to execute a summer research project, designed to address a current challenge faced by the Horticulture Department (examples of past topics: pollinator and benthic macroinvertebrate population surveys, southern blight pathology and management, water quality monitoring, food crop production and medicinal plants)
- Compile research into a user-friendly resource to share with the department, Garden and guests
- Prepare and present a report of experience, procedures and findings to Garden staff and guests

### **Horticulture Tasks**

- Assist horticulturists in all areas of the Garden with wide variety of primary garden care tasks, including planting, mulching, grooming, watering, fertilizing, weeding, etc., using best horticulture practices in accordance with established Garden standards
- Participate in routine group tasks such as leaf blowing walkways and string trimming weeds
- Perform routine maintenance on Garden power tools and equipment such as filling gas cans, re-stringing trimmers, cleaning and sanitizing tools, and keeping equipment organized and tidy

### **Other Duties and Responsibilities**

- Willingly and cheerfully integrate assigned horticulture duties with the efforts of other departments (education, operations, garden shop, facility rental, public relations, etc.)
- Comply with provisions of the current Employee Handbook, all published personnel policies and the requirements of the job description
- Perform duties in a manner consistent with a public garden serving multi-generational families, and in accordance with directed practices and procedures
- With supervisor, implement Garden's safety and risk management program and training

### **Requirements**

- Knowledge of landscape maintenance practices and plant care appropriate to the region
- Ability to operate required tools and equipment
- Strong work ethic, keen interest in Horticulture and enthusiasm for physical work outdoors
- Ability to work both independently and part of a team, as needed
- Strong verbal communication skills
- Working knowledge of computers including Microsoft Office programs

### **Each Employee of Lewis Ginter Botanical Garden**

- Must comply with provisions of the current Employee Handbook, all published personnel policies and the requirements of their individual job descriptions
- Must conduct herself or himself and perform all duties in a manner consistent with a public garden serving multigenerational and multicultural individuals and families, and in accordance with directed practices and procedures
- Must be aware of surroundings and vigilant to threats to the safety of visitors, volunteers and staff or to security of their property, ensuring that all concerns are reported promptly
- Must report all mishaps, injuries, and incidents immediately and ultimately in writing to supervisor(s) and to the Executive Director
- Must ensure compliance with all applicable federal and state laws and regulations
- Must perform other duties as assigned by supervisor

**Physical Demands / Working Conditions**

- Must be able to lift 50 pounds repeatedly
- Must be able to work indoors in conservatory conditions and outdoors in all seasonal extremes
- Must be able to bend, squat, kneel, stand and walk for extended periods of time
- Note: Duties described above, other duties and physical demands have been identified as essential.

**Education and Experience**

- Student or graduate in horticulture, plant science, or related field is required

Please submit cover letter, resume, and Lewis Ginter Botanical Garden Job Application to George Cowart, Horticulture Manager, at [georgec@lewisginter.org](mailto:georgec@lewisginter.org)