



ASSISTANT HORTICULTURIST

HORTICULTURE

Direct Supervisor:	Horticulture Section Leader		
Department:	Horticulture	Job Category:	Category 1
Location:	Richmond, VA	Travel Required:	Local
Level/Salary Range:	Commensurate w/ Experience	Exempt/Non-exempt	Non-Exempt
Contact:	hr@lewisginter.org	Position Type: (FT / PT)	FT
Date posted:	March 4, 2022	Posting Expires:	Until Position is Filled

Garden Overview

Mission

Lewis Ginter Botanical Garden's mission is connecting people through plants to improve communities.

Vision

Lewis Ginter Botanical Garden, including the Lewis Ginter Nature Reserve, reveals the unity and integration of human and plant life, celebrates the fundamental significance of the natural world, and enriches communities through horticultural and educational excellence and innovative outreach activities.

Values

Responsibility, Innovation, Integrity, Hospitality and Inspiration

Founded in 1984, Lewis Ginter Botanical Garden is a nonprofit garden located in Richmond, Virginia's Lakeside neighborhood. The Garden encompasses 82 acres, four lakes, 5,500 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. Annually, Lewis Ginter engages over 17,000 students in innovative and exciting education programs. This cadre of identified learners is just a fraction of the more than 400,000 annual visitors to the Garden. In recent years, the Garden has been honored with inclusion in several top ten lists for botanical gardens in North America.

Lewis Ginter Botanical Garden is an Equal Opportunity Employer. We do not discriminate on the ground of race, color, religion, sex, age, disability or national origin in the hiring, retention, or promotion of employees. We support the diversity and inclusion policy adopted by The American Public Gardens

**LEWIS
GINTER
BOTANICAL
GARDEN**

1800 Lakeside Avenue
Richmond, VA 23228
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lewisginter.org

Association: to create an equitable, diverse and inclusive culture where the contributions of all community members are valued, respected and appreciated.

Our Horticulture staff exhibits a tireless commitment to creating new and innovative gardens and displays that delight and inspire visitors of all ages and from all backgrounds. We are committed to demonstrating the use and cultivation of a wide palette of native and exotic plants suitable for use in Central Virginia and strive to maintain our collections to the highest standards in an environmentally responsible way. We think independently, work collaboratively, and are unified in our passion for horticulture. We come from diverse backgrounds and celebrate different ways of being, in ourselves and in others.

Job Description

Under the guidance of the Horticulture Section Leaders, the Assistant Horticulturist assists the Horticulture team with the installation and care of the display gardens and horticultural collections, both outdoors and under glass. This position works collaboratively within a dynamic department that is responsible for creating and maintaining displays that represent the highest aesthetic standards at the Lewis Ginter Botanical Garden and the Lewis Ginter Nature Reserve. Individuals in this position should have a keen interest in horticulture and gardening, a general understanding of horticultural principals, and the skills necessary to perform basic horticultural tasks.

Responsibilities

- Assist with the hands-on maintenance of annuals, perennials, shrubs, trees and tropical plants in a manner consistent with the horticulture standards of the Lewis Ginter Botanical Garden and the Nature Reserve.
- Physically work in all aspects of garden maintenance and development including soil preparation, planting & transplanting, mulching, watering, weeding, fertilizing, pruning, propagating, potting, raking, sweeping, and blowing.
- Utilize hand tools effectively and safely.
- Operate push mowers, weed-whackers, backpack blowers, push blowers, garden ATV's, tractors, pickup trucks, and other power equipment in accordance with LGBG safety protocols and regulatory standards (training will be provided).
- Participate in weekly group maintenance tasks such as blowing walkways, replenishing supplies, and caring for tools and equipment.
- Apply pesticides and herbicides in accordance with IPM protocols and in accordance with all federal, state, and local regulations.
- Participate in group projects with other horticulture staff and in cross-departmental projects.

- Assist with the care of our natural areas including our meadows and woodlands.
- Work with Horticulture Volunteers.
- Perform other duties as assigned.

Skills and Abilities

- A passion for horticulture and plant collections, and a commitment to the “public” in public horticulture.
- A thorough understanding of horticultural practices and procedures and the ability to identify frequently used woody, herbaceous, and annual landscape plants.
- The ability to use hand and power tools effectively and safely.
- A willingness to interact with the public on an informal basis by answering questions, providing directions, etc.
- The ability to work with a diverse staff and group of volunteers.
- Able to work independently and collaboratively.
- The ability to follow written and verbal instructions.
- Willing to work weekends, evenings, and holidays, when needed.

Employees 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 perform all duties in a manner consistent with a public garden serving multigenerational and multicultural individuals, 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 injuries and incidents immediately and ultimately in writing to supervisor(s) and to Human Resources.
- 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 have the physical strength, dexterity, and coordination sufficient to perform the above functions.
- Must be able to bend, squat, kneel, stand and walk long distances for extended periods of time.
- Must be able to work out-of-doors and under glass in Central Virginia seasonal extremes.
- Have the ability to push, pull and/or lift 50 pounds repeatedly.

- Note: Duties described above, other duties and physical demands have been identified as essential.

Education and Experience

Required

- One year experience as a professional gardener or groundskeeper.
- Virginia Pesticide Applicator's License (or the ability to obtain one within six months of hire).
- Possession of a valid driver's license.
- Other combinations of education / experience appropriate to the job will be considered.

Preferred

- An Associate's degree in Horticulture, Botany, Plant Science, or a related field.

To apply, please submit cover letter, resume, and Lewis Ginter Botanical Garden Job Application to **hr@lewisginter.org**.

J. Morse: 2022 Mar 4