Seasonal Outdoor Display Gardener

Tower Hill Botanic Garden, PO Box 598, Boylston MA  01505  508-869-6111

<table>
<thead>
<tr>
<th>Direct Manager:</th>
<th>Director of Horticulture</th>
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<td>Department/Group:</td>
<td>Horticulture</td>
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</table>
| Job Category: | • Non-Exempt  
• Full-time  
• Seasonal |
| Location: | Boylston, MA |
| Travel Required: | None |
| Salary or Rate Range: | $15.00 hourly |
| Apply at: | [https://towerhillbg.isolvedhire.com/jobs/](https://towerhillbg.isolvedhire.com/jobs/) |

Job Description

This is a seasonal position, as described in the Tower Hill Employee Handbook. Seasonal employees are hired for a limited duration (typically not longer than a six-month period) to supplement the work force or to assist in completion of a specific project. Seasonal employees are on WCHS’ payroll and receive legally mandated benefits (such as Social Security, workers’ compensation insurance and paid sick time).

The Seasonal Outdoor Display Gardener is responsible for:

- Working within the formal garden team under the direction of the Director of Horticulture and other full-time horticulture staff to maintain assigned garden areas to high standards
- Supporting the maintenance of garden infrastructure and reporting maintenance needs to the appropriate staff
- Performing other duties as assigned

Collaboration & Interpersonal Skills

- 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 a diverse audience in accordance with directed practices and procedures.

Supervision and Training

- Online training and personal safety and/or garden training as assigned
- 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.
- Reports all mishaps, injuries, and incidents immediately to supervisor or designee.
- Complies with provisions of the current Employee Handbook, all published personnel policies, and the requirements of the job description.
- Use and preventative maintenance of equipment, tools, vehicles, and irrigation systems.

Safety

- Works with an awareness of surroundings and vigilant to any possible threat to the safety of staff and the public, or to Tower Hill property. Ensures all concerns are reported promptly.
- Reports all accidents and injuries immediately to an immediate supervisor and/or Chief Financial & Operations Officer, or designee.
- Complies with provisions of the current Employee Handbook, all published personnel policies, and the requirements of the job description.
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Physical Demands / Working Conditions:
- Must be able to lift 50 pounds repeatedly
- Must be willing and able to work outdoors in all seasonal extremes.
- Must be able to bend, squat, kneel, stand, and walk for extended periods of time.
- Must be able to work with appropriate hand and power tools.

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 Seasonal Outdoor Display Gardener position is non-exempt. The standard work schedule for this position is Monday-Friday, 40 hours per week. 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 Seasonal Gardener will be asked to assist with event management in both indoor and outdoor roles.

In addition to being an Equal Opportunity Employer, Tower Hill Botanic Garden fosters an inclusive workplace that values each member of our team. We aspire to reflect and serve our visitors as well as the communities of Worcester County, Massachusetts, and New England.

All Tower Hill employees must be fully vaccinated (verification required) or be approved by Tower Hill as exempt for medical or religious reasons. A booster is required 5 months after 2nd Moderna or Pfizer Vaccine or 60 days after Johnson and Johnson vaccine. Subsequent boosters will be required as recommended by CDC guidelines unless otherwise notified.