Temporary Tree Planting Laborer

New England Botanic Garden, PO Box 598, Boylston MA 01505 508-869-6111

<table>
<thead>
<tr>
<th>Direct Manager:</th>
<th>Horticulture Outreach Manager</th>
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<tbody>
<tr>
<td>Department/Group:</td>
<td>Horticulture</td>
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<tr>
<td>Job Category:</td>
<td>Non-Exempt</td>
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<tr>
<td>Full-time</td>
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<td>Temporary – <strong>Immediate Start through at least October 30, potentially as late as November 22, dependent on planting schedule.</strong></td>
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<tr>
<td>Location:</td>
<td>Boylston, MA</td>
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<tr>
<td>Travel Required:</td>
<td>Daily – Boylston to Worcester</td>
</tr>
<tr>
<td>Salary or Rate Range:</td>
<td>$18.00 hourly</td>
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<tr>
<td>Contact</td>
<td><a href="https://nebg.isolvedhire.com/jobs/">https://nebg.isolvedhire.com/jobs/</a></td>
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New England Botanic Garden at Tower Hill (NEBG at TH) 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. NEBG at TH is an equal opportunity employer. NEBG at TH does not require its staff to be vaccinated for COVID-19, but we urge everyone to receive an updated dose which became available on September 2, 2022, to protect themselves and others.

**Position Overview**

This is a temporary position, as described in the New England Botanic Garden Employee Handbook. Temporary employees are hired for a limited duration (typically not longer than a six-month period) to supplement the workforce or to assist in completion of a specific project. Temporary employees are on New England Botanic Garden’s payroll and receive legally mandated benefits (such as Social Security, workers’ compensation insurance and paid sick time). **This position starts immediately and runs through at least October 30, potentially as late as November 22, dependent on planting schedule and weather.** The Temporary Tree Planting Laborer is responsible for:

- Working under the direction of the Horticulture Outreach Manager to plant trees throughout Worcester, primarily on private property
- Driving a Ford F-250 or F-350 from Boylston to various addresses in Worcester using GPS navigation
- Canvassing specific Worcester neighborhoods to increase awareness of NEBG’s tree planting program and solicit tree planting locations
- Caring for trees in NEBG’s nursery, including watering, weeding, and updating inventory
- Using job-appropriate equipment, tools, vehicles, and irrigation systems
- Performing other duties as assigned
- Accurately recording tree planting data

**Qualifications**

Preference will be given to those candidates who have some or all the following qualifications:

- Responsible and self-motivated; works well individually and as a member of a team
- One or more years of college-level course work in horticulture, propagation, botany, landscape design, plant conservation, or other plant-related field, or equivalent experience
- Previous work experience in a nursery, greenhouse, or arboretum/botanic garden or in park maintenance.
- Works with an awareness of surroundings and vigilant to any possible threat to the safety of staff and the public, or to Garden property. Ensures all concerns are reported promptly to supervisor

**Physical Demands / Working Conditions:**
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- Must be able to lift 50 pounds repeatedly.
- Must be 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 tools and machinery.
- Must be able to work with standard communications equipment and office technology and software.

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 Temporary Tree Planting Laborer position is non-exempt. The standard work schedule for this position is Monday-Friday, 40 paid 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. This position starts immediately and runs through at least October 30, potentially as late as November 22, dependent on planting schedule and weather.