



## **Botanical Garden of the Piedmont Landscape Manager Job Description January 2024**

Botanical Garden of the Piedmont (BGP) in McIntire Park, is a 15-acre, growing community resource located near the heart of Charlottesville, Virginia. Join our small but mighty team as the Landscape Manager and help us create a place for beauty, inspiration, education, research, events, leisure, activity, and tourism together.

The Landscape Manager will lead BGP's horticultural direction by serving as the professional in maintaining the existing grounds as they evolve into the vision of the future Garden. The Landscape Manager will lead our volunteers by working collaboratively to achieve the mission of BGP and play an influential role in the success of the Garden. The position will report to and collaborate closely with the Executive Director (ED) on a variety of strategic initiatives that address the evolving needs of the landscape.

This is a temporary, part-time (approximately 12 hours/week) job with the potential to grow to a full-time staff position. Work will be done outside varying climatic conditions that include excessive heat and humidity. The position requires sitting, climbing, balancing, stooping, kneeling, crouching, crawling and the ability to stand for long periods of time and to safely traverse uneven surfaces. The position frequently lifts and/or moves up to 50 lbs.

### **Duties & Responsibilities**

- Responsible for the oversight and upkeep of the Garden including maintenance, landscape contractor, volunteer, and community group coordination.
- Assist the ED in preparing and administrating the horticulture department budget to include budget monitoring and strategic planning.
- Work with the Volunteer Coordinator and Education Coordinator to manage and lead the volunteer, community service, and student groups.
- Ability to ensure the safe application of fertilizers, herbicides, and insecticides and safely operate powered hand tools and other equipment as required.
- Foster creativity, growth, and new ideas, to maintain relevancy and learning opportunities to enhance the knowledge and skills of the stewards as part of their volunteer experience.
- Occasionally lead garden tours and assist with special events and projects that support the Garden's mission and development.

### **Education and Experience**

- Associate degree in landscape maintenance, horticulture or closely related field. In place of a degree, considerations are made with relevant field experience, certificate programs, internships, and volunteer experience.

- At least 2 years of work experience in landscape maintenance, horticulture, public horticulture, or a closely related field
- Proven ability to lead and mentor volunteers to achieve their highest potential
- Broad hands-on knowledge of Landscape Best Management Practices and Integrated Pest Management theories and practices. Plant identification skills and knowledge of botanical nomenclature
- Working knowledge of Microsoft Office and Google suites
- Demonstrated written and oral skills, comfort with public speaking, project management skills, ability to calculate figures and amounts, application of basic geometry,
- Possess a valid driver's license

### **Compensation**

We offer a competitive salary of \$20/hour+, depending on your experience.

### **How to Apply:**

Please submit a resume and cover letter to Jill Trischman-Marks at [info@piedmontgarden.org](mailto:info@piedmontgarden.org) to discuss this opportunity to be a part of something extraordinary. Applicants will receive a response after February 25, 2024.

Botanical Garden of the Piedmont brings people of all ages and backgrounds together as a community to celebrate and nurture our native flora and fauna. The organization embraces inclusion by inviting everyone to participate in the Garden whether they be visitors, supporters, volunteers, or staff, to further our goal of being a place that promotes human and environmental well-being. In nature and in society, diversity matters—we welcome and celebrate it! For more information, visit <https://piedmontgarden.org>

Botanical Garden of the Piedmont is committed to creating and supporting a diverse and inclusive work and community that is free of all forms of discrimination.