

## **GARDENER**

### **General Description**

Performs various skilled and non-skilled tasks at the Paul J. Ciener Botanical Garden. The gardener will maintain trees, shrubs, and plants and will assist in planning, installation and maintenance of annual displays and exhibits. Additional tasks include providing educational tours, leading volunteers and working special events.

### **Distinguishing Features of the Class**

An employee in this class works on the maintenance and presentation of public landscaped areas at Paul J. Ciener Gardens. Work requires the employee to assist with various Garden projects including mulching, planting, pruning, tree removal, trimming and weed control. Work may include operation of light to medium equipment. Further work includes assisting visitors with general information about the Garden including orientation, wayfinding and management and installing displays. Work hours may extend after Garden business hours including some evenings and weekends.

### **Duties & Responsibilities**

Performs ground maintenance activities such as trimming, weed control, planting flowers, pruning, select mowing and mulching.

Aids in maintaining highest standards in horticulture displays through basic plant care, display repairs, shaping practices, mapping and labeling.

Installing, maintaining and repairing irrigation systems and water features.

Assisting with integrated pest management practices and fertilization application.

Managing time and effectively functioning without close supervision.

Daily reporting of work progress to the Garden Curator.

Participating in team planning, communicating tasks and assignments, record keeping and documentation, and working with staff, volunteers and contractors.

Maintaining equipment, tools and vehicles.

Maintaining professional relationships with staff, establishing credibility, encouraging teamwork, and creating an atmosphere of open, honest, two-way communication.

Assists in set up for special Garden functions and activities.

Performs related duties as required.

### **Knowledge, Skills, and Abilities**

Work requires general knowledge of tools and equipment used in the work assigned.

Employee must have the ability to operate tools and equipment used in the work assigned.

Employee must have the ability to perform strenuous work for extended periods of time.

Employee must have the ability to understand and follow oral and written instructions and communicate clearly and professionally.

Employee must have the ability to maintain effective working relationships.

### **Physical Requirements**

Must be able to physically perform the basic life operational support functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, fingering, grasping, feeling, talking and hearing, and repetitive motions.

Must be able to perform heavy work exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force constantly to move objects.

Must possess the visual acuity to perform mechanical or skilled tasks of a repetitive nature.

Must possess the visual acuity to be the operator of trucks, tractors and other equipment.

The worker is subject to both inside and outside environmental conditions and noise.

The worker is subject to hazards such as proximity to moving mechanical parts, electrical current, or exposure to chemicals.

The worker is subject to atmospheric conditions such as fumes, odors, dusts, mists, gases, or poor ventilations.

The worker may come in contact with potentially infectious bodily fluids during the performance of his/her duties.

### **Desirable Education and Experience**

High school Diploma or equivalent preferred.

Minimum of two years horticulture/garden experience preferred.

Basic computer software knowledge and experience

Basic knowledge on the use of handheld smart devices.

**Special Requirements**

North Carolina class C driver license.

**Additional Information**

This position is classified as safety sensitive per the Town's Personnel Policy.

**Fair Labor Standards Act (FLSA) Status**

Non-Exempt

2024