



Horticulture Manager

This full-time exempt staff member will report directly to the Director of Horticulture and supervise the horticulture team in their daily tasks. This includes maintaining and improving the landscapes, horticultural displays, plant collections, and retail nursery. Provides direction, training, and motivation for the horticultural staff, interns and volunteers. Manages and supports overall plant health and soil nutrition strategies, to include sustainable gardening practices and integrated pest management. Supports special projects and events at the Garden.

Duties and Responsibilities:

- Requires a hands-on leader approach to prioritizing and delegating long and short-term projects to the horticultural staff and volunteers. Supervises and participates in planting, pruning, fertilizing, hand watering, weeding, mulching, pest control, garden clean-up, etc.
- Maintains inventory of horticultural supplies, propagation materials, and ordering requirements for the department as needed, including the Garden's plant shop.
- Coordinates duties and projects for volunteers throughout the Garden on a weekly basis.
- Develops, maintains, and promotes positive and professional relationships with internal staff, volunteers, members, vendors, contractors, media and the public.
- Collaborates with the Facilities Manager and can be called upon for equipment training, irrigation repairs and safety protocols.
- Assists in the management of Collections and Propagation Greenhouses.

Skills and Requirements:

- Bachelor's degree in horticulture, botany, natural sciences or a related field is preferred.
- Minimum four years of experience as a professional horticulturist or equivalent.
- Minimum two years of experience in a management position.
- Working knowledge of irrigation systems, controllers and repair.
- Pesticide Applicators License or Certificate is preferred.
- Must possess a valid Driver's License.
- Ability to communicate effectively in both written materials such as reports and emails, as well as orally, in giving presentations to volunteers, staff and Board of Trustees.
- Ability to calculate figures and amounts such as discounts, interest, proportions, percentages, area, circumference and volume.
- Must have a proficiency with Microsoft Office.
- Candidate must be able to work special events including some weekends and holidays.

The physical demands of this position require the employee to regularly lift and/or move up to 50 pounds, operate small machinery (weed eaters, chainsaws, etc.) and larger equipment such as Bobcat-skid steer loaders, and work outside in inclement weather.

Please send résumé and cover letter highlighting your past experience and your interest in working at the Garden to hr@sdbgarden.org.