TITLE: Gardener
SUPERVISOR: Director of Buildings, Gardens & Grounds
CLASSIFICATION: Non-Exempt, Full-Time, Emergency

Tudor Place Historic House & Garden seeks a full-time Gardener. This position is a key member of the Buildings, Gardens & Grounds department and is responsible for the horticultural maintenance of our 5 ½ acre historic site. The landscape, which contains an old-growth woodland, formal garden, native pollinator garden, and naturalistic plantings, is guided by a conservation easement. This position is ideal for an energetic person with a sunny disposition who can work independently as well as collaborate with colleagues in a small team.

RESPONSIBILITIES
• Maintain living collections using horticultural best practices
• Use IPM to care for the gardens and grounds
• Operate a variety of motorized equipment using safety best practices
• Care for the nursery and greenhouse
• Perform plant propagation
• Coordinate and supervise a small group of garden volunteers
• Perform snow removal and emergency work when required (may include after-hours and weekend work for which a premium pay rate may be paid)
• Perform other duties as assigned

EXPERIENCE & EDUCATION REQUIREMENTS
• Associate degree in Horticulture (Professional Certificate programs may be substituted for degree)
• Three years of relevant work experience, preferably in public gardens

KNOWLEDGE, SKILLS & ABILITIES
• Knowledge of and ability to use best practices in the areas of horticulture, safety and greenhouse/ nursery management
• Knowledge of common garden pests, diseases and symptoms of nutrient deficiencies
• Appreciation for the fast-paced and collaborative environment of a small museum and garden
• Ability to work closely with colleagues on team projects as well as independently with minimal supervision
• Ability to manage multiple ongoing projects and prioritize among competing demands; excellent time management and organizational skills
• Excellent communication skills and ability to solve problems creatively
• Proficiency in Microsoft Office programs and ability to use Microsoft Teams
• The physical requirements of this position are classified as medium work (exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects)

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• This position requires climbing (stairs, ladders), stooping, kneeling, reaching, standing or walking for extended periods, pushing/pushing, lifting, grasping, visual acuity, keen spatial awareness, the ability to move within constricted spaces, and the ability to safely traverse uneven surfaces
• Ability to work in a range of environmental conditions

WORK SCHEDULE
The regular work schedule for this position is Monday-Friday, 7:30 a.m—3:30 p.m.

COMPENSATION & BENEFITS
Compensation will be based on qualifications. Salary range: mid $30s

Tudor Place provides excellent benefits to eligible employees, including paid leave, paid holidays, life insurance, medical benefits, free on-site parking, professional development and a staff Museum Shop discount.

TO APPLY
Please email Helen Hubbard-Davis, Director of Finance & Administration, at careers@tudorplace.org with a resume and cover letter. Please include ‘GARDENER’ in the subject line. No phone calls please.

Tudor Place is an Equal Opportunity Employer