



## **The Cummer Museum of Art & Gardens Employment Opportunity - Horticulturist (part-time)**

The Cummer seeks a Part-time Horticulturist to join our team and contribute substantially to achieving our vision. The horticulturist, working under the supervision of the Doolittle Family Director of Gardens and Horticulture, is a key member of our team, ensuring that we advance to the highest horticultural and aesthetic levels. We seek a creative and energetic individual who is enthusiastic to instill a fine gardening aesthetic into the culture of our gardens. The Horticulturist has the opportunity to think creatively and progressively, with the Director of Gardens, to envision new horticultural displays that are modern and fun but rooted in respect for our past.

### **Essential Function:**

- Support the Museum's mission, vision, and values by exhibiting the following behaviors: excellence and competence, collaboration, innovation, respect of individual, commitment to our community, and accountability and ownership
- Maintain and evolve the gardens and landscapes to a high level of horticultural excellence
- Maintain the gardens to a high aesthetic standard, which includes planting, weeding, skilled pruning, and other horticultural activities
- Work with Director of Gardens to devise propagation and rotation schedules to achieve the highest aesthetics throughout the year
- Coordinate with and oversee garden contractors to assess irrigation, fertilization, and integrated pest management needs
- Implement best practices for monitoring and enhancing soil and plant health following modern horticultural techniques
- Recommend sustainability practices to embed a value of stewardship more fully into our gardens
- Inspire and work alongside a committed group of garden volunteers
- Complete plant orders and coordinate with growers, suppliers, and other vendors
- Contribute to the development of annual and project plans, as well as budgets and timelines
- Maintain basic plant records and site maintenance records
- Apply all appropriate risk management steps to ensure the safety and security of the grounds, visitors, and staff
- Ensure accuracy of all invoices and ensure timely payment
- Other duties as assigned

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

- 3 years of gardening or landscape maintenance experience, preferably in a public garden or private estate setting working with a full range of woody and herbaceous plants

- Associates Degree in horticulture or a related field is preferred, or a similar level of combined training and experience
- Enthusiasm and ability to research plants and horticultural techniques suitable for Northeast Florida
- Passion for horticulture, a desire to pursue professional growth by keeping pace with horticultural practices and developments through hands-on experience and educational opportunities, and a finely attuned aesthetic sensibility
- Knowledge of grounds maintenance procedures and horticultural practices.
- Experience in the proper use of tools and equipment commonly used in horticulture
- Ability to communicate effectively and with diplomacy when interacting with donors, vendors, staff, visitors, and volunteers
- Passion for excellence, especially pertaining to ensuring the highest quality visitor experience
- Ability to succeed working independently and collaboratively as a valued member of our team
- Capacity to perform physical labor in a variety of weather conditions
- Valid Florida driver's license, or the ability to obtain one within a reasonable timeframe
- Spanish language proficiency is helpful but not required

**Abilities:**

- Requires lifting/pushing/pulling 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly
- Must be able to climb ladders, work from a ladder, and work overhead
- Ability to smell smoke and other chemicals
- Must be able to work in heat or cold and outdoors

Qualified applicants send résumé to the Cummer Museum of Art & Gardens, Attn: Human Resources Department, 829 Riverside Avenue, Jacksonville, FL 32204 or [jobs@cummuseum.org](mailto:jobs@cummuseum.org)

**EQUAL EMPLOYMENT OPPORTUNITY POLICY**

The Cummer Museum's policy is to provide equal employment opportunity to all qualified employees and applicants for employment without regard to race, color, ancestry, national origin, gender (including pregnancy), sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, service in the military, or any other protected status as required by federal, state, or local law. The Museum's intent and desire is that equal employment opportunities will be provided in employment recruitment, selection, compensation, benefits, promotion, demotion, layoff, recall, transfer, leave of absence, termination, and all other terms and conditions of employment.

**COMMITMENT TO DIVERSITY**

The Museum is committed to creating and maintaining a workplace in which all employees have an opportunity to contribute to the success of the institution and are valued for their skills, experience, and unique perspectives. In addition to being an important principle of sound business management, this commitment is embodied in Museum policy and the way it does business.