

**Position:** Gardener- Asticou Azalea Garden

**Scope of Work:** The Gardener is primarily responsible for assisting with all maintenance of the four-acre Asticou Azalea Garden (Azalea Garden). This position is supervised by the Asticou Garden Manager and will take direction from the Assistant Manager. This is a full-time (40 hours per week), nine months (1560 hours) of the year, with full benefits. A flexible schedule is required due to weather, weekend/evening coverage, and winter projects.

The Land & Garden Preserve (The Preserve) is a nonprofit organization located in Seal Harbor and Northeast Harbor, Maine. The mission of the Preserve is to share the beauty of historic lands and gardens on Mount Desert Island. The Preserve manages the Abby Aldrich Rockefeller Garden, Asticou Azalea Garden, and Thuya Garden, as well as Little Long Pond and over 1,600 acres of natural lands.

**Essential Job Functions:**

1. Assists with the following maintenance tasks to maintain the woody plant collection, primarily Ericaceous plants and conifers, to high standards while ensuring plant health and beauty:
  - Manage soil and plant health in an environmentally sustainable manner, using organic, sustainable garden practices and practices to protect the pond and watershed.
  - Lead or assist with all garden tasks as needed, including harvesting mosses and native plants, transplanting woody plants, weeding, minor equipment repair, path repair, raking paths, raking the sand garden, receiving supplies, winterizing the garden, installing temporary deer fencing, pond maintenance, stone adjustments, bench repair, watering, deer control, brush disposal, and running errands.
  - Perform turf maintenance.
  - Participate in the documentation of plant maintenance activities.
  - Annually prune the woody plant collection to achieve desired aesthetic goals.
  - Assist with the bulk material needs (mulch, soil, leaf mold, gravel) for the garden, coordinating this with other areas of the Preserve and leading the transport of the materials on-site.
  - Safely operate tools and equipment and ensure they are well-maintained and organized. Adhere to the Preserve's equipment safety and training procedures and communicate maintenance needs. Coordinate equipment and equipment maintenance needs with the Director of Facilities. Ensure the use of PPE follows OSHA standards.
  - Perform small carpentry projects as needed.
2. Implement Projects:
  - Assist with implementing special projects such as, but not limited to, the movement of large stones, landscape renovation projects, and the harvesting and construction of various fencing and edging.
  - Conduct, as needed, in-depth research.
3. Support guest experience and public outreach:
  - Develop and maintain strong working knowledge of the historical and cultural heritage of the property, including the plant collection.
  - Interact with all (visitors, greeters, members, volunteers, co-workers, and board directors) in a friendly and professional manner.
  - Assist with garden events, tours, meeting house meetings, newsletters, social media, and requests for information.
  - Assist with the care of structures; cleaning, stocking brochures, donation boxes, trash removal, restroom maintenance, organizing storage areas, and identifying issues. Monitor property for visitor safety.
  - Assist with gate revenue processing. Collect cash, maintain cash ledger, and make deposits.

4. Assist with all other Preserve projects as required, occasionally coordinating with teams at other locations.

**Minimum Qualifications:**

- Valid driver's license
- Experience in gardening (knowledge of woody plant maintenance and some perennials). Willing to learn about the philosophy and embrace techniques of Japanese gardening as it pertains to the coast of Maine.
- Able to work outside in all weather conditions, lift 50 pounds, and maneuver heavy items.
- Willingness to learn Asticou Azalea Garden pruning practices.
- Ability to communicate effectively with a team of staff; ask questions, seek input on tasks, and update others on the status of projects/tasks.
- Able to use various garden tools, including ladders, pruning saws, shears, pruners, pole saw/pruner, mowers, weed whip, sprinklers, chain hoist, tree sling, ball cart, garden, rakes, and screens.
- Ability to work a flexible schedule, work independently, and effectively manage time.
- Ability to respond accurately and engagingly to visitor questions with information about the Garden.
- The employee must obtain an appropriate State of Maine pesticide license within 12 months. The employer will pay the test costs for the first three test attempts and allow the employee to study for and take the test during work time. If the employee has not passed the exam after three attempts, further attempts will be at the employee's cost and on the employee's time.