



GREENHOUSE AND INTERIORS HORTICULTURIST

POSITION SUMMARY

The Hills & Dales Estate Greenhouse and Interiors Horticulturist will be responsible for maintaining the plant material in the estate greenhouse, the interior plants at the estate and associated offices, creating floral displays for the house and special events at the visitor center, as well as managing several garden zones near the greenhouse. The full-time position will have a wide range of responsibilities that focus on the cultural care, presentation, and preservation of the historic greenhouse and designated garden areas in a professional and aesthetic manner for the visitors at Hills & Dales Estate.

GREENHOUSE (35%)

Manage the plants in the greenhouse making sure that all plants are maintained to the highest possible standards and the greenhouse is always presentable to the visiting public. The historic integrity of the greenhouse and its contents should always be considered. Specific horticultural duties will include:

- Ensure all plants are provided proper watering on a daily and seasonal basis
- Fertilize plants as needed using accepted professional standards
- Identify and treat pests and diseases as needed with an emphasis on least toxic means
- Repot and propagate plants as necessary
- Label plants in the greenhouse with common and/or scientific name
- Inform the Horticulture Manager when supplies and materials are needed

HOUSE & SPECIAL EVENTS (25%)

Keep live potted plants and/or fresh cut flower arrangements in the house when it is open for public visitation, as well as maintain live potted plants at the Visitors Center and Foundation offices. Floral arrangements for special events will occasionally be required. Plan, coordinate, and implement decorating the estate for Christmas tours. The historic integrity of the house and safety of its contents is to be considered at all times when interior displays are presented in it. Specific responsibilities will include:

- Giving first consideration to the use of plant material in the house from suitable greenhouse items or the estate grounds when feasible, and next to historically appropriate purchases when necessary.
- Using only approved containers or decorative artifacts from the estate collection for floral/plant displays
- Coordinating the Christmas decorating efforts in the house, ensuring that the home's interior is completed according to schedule

- Assisting with the completion of the remainder of the estate's Christmas decorating as time allows

GARDEN ZONES (35%)

Ensure other assigned exterior garden areas, primarily west of the greenhouse, are maintained to the highest possible horticultural standards. The historic integrity of the gardens and their contents will be always considered. Specific responsibilities shall include:

- Make certain that any seasonal displays are changed in a timely manner and kept well-tended
- Work with the garden staff or volunteers to ensure all plantings are kept groomed, weed free and mulched as needed
- Determine when irrigation is run in these zones
- Assist other garden staff with team projects as needed

EDUCATIONAL PROGRAMS (10%)

Develop a thorough knowledge of Hills and Dales Estate, with particular emphasis on the garden and its history. Conduct guided tours of the historic garden as needed. Create and teach special educational programs and workshops as needed. Conduct research on plant names, proper horticultural care, and stay current with the latest horticultural recommendations.

WORK HOURS & SUPERVISION

This position will regularly work a Monday to Friday schedule with rotating weekend duty that will be shared with other staff on site. The Greenhouse and Interiors Horticulturist will report to the Horticulture Manager.

REQUIREMENTS

This position requires an Associate's degree in horticulture or equivalent prior horticultural experience; however, preference will be given to candidates with a Bachelor's degree in horticulture. It requires a flexible and energetic person willing to work in all aspects of garden maintenance. The successful candidate should have a passion for gardening and hands-on gardening experience. They should take initiative, prioritize tasks, and be well organized. The ability to stay motivated on routine tasks and work effectively in a team atmosphere is essential. Oral skills and the ability to organize and teach occasional workshops are necessary. A driver's license is required, and the successful candidate must have or obtain a Georgia Pesticide license within 6 months of employment.

KNOWLEDGE & SKILLS

Possess knowledge of ornamental horticulture including plant nomenclature, cultural requirements of plants, proper fertilization, irrigation, pruning, and pest management. Ability to operate mowers, blowers, and handheld garden equipment.

PHYSICAL DEMANDS

Working in inclement weather includes hot, cold, and rainy conditions. Regular lifting of 25 lbs. and occasionally 50 lbs. Duties associated with landscape work include standing and walking for extended periods. Also, regularly reaching, lifting, stooping, and kneeling.

COMPENSATION

This is a full-time 40-hour (hourly) position. Benefits include health insurance, sick time, vacation time, paid holidays, and SIMPLE retirement plan match. Pay will be commensurate with experience.

ABOUT US

Hills & Dales Estate is the historic house and garden of Fuller E. Callaway and Ida Cason Callaway located in LaGrange, Georgia. The 1916 home designed by Hentz and Reid sits within the historic Ferrell Gardens which date to 1841. The 35-acre historic site includes extensive gardens and is open to the public for tours, enjoyment, and educational programs. To learn more visit hillsanddales.org.

TO APPLY

Please email a cover letter accompanied by a resume and a list of three references to vvansweden@hillsanddales.org. Please apply by June 20. Applications will be reviewed as they are received. Must possess valid U.S. work authorization. Visa sponsorship is not available. Hills & Dales Estate is an Equal Opportunity Employer.