



Hamilton Horticulture Apprenticeship

Department: Horticulture

Hours: Full-Time

Start Date: Flexible, ideally late April 2024

Application Deadline: February 1, 2024, or until position is filled

The Hamilton Horticulture Apprenticeship (formerly known as the Hamilton Educational Fellowship) provides an immersive, educational, hands-on working experience in the unparalleled setting of Jenkins Arboretum & Gardens. Apprentices will acquire specialized skills and practical knowledge that will benefit them in pursuit of a career in horticulture, botany, biology, or environmental resource management.

Successful applicants will work as part of the horticulture team and partner with the administrative staff in diverse aspects of public garden management. In addition to practical horticultural management experience, Apprentices will gain experience in volunteer management, plant propagation, greenhouse management, plant collections curation, and many facets of landscape maintenance. Apprentices will also gain experience in public outreach by leading tours, giving lectures, writing articles, and assisting with educational programs and special events.

Apprentice Candidates

Candidates may be diverse in their educational backgrounds and future career goals and will be considered regardless of race, gender, or educational background. Candidates pursuing a career in horticulture, botany, biology, or environmental resource management are encouraged to apply. Previous education or practical experience in horticulture is desirable but not required.

Apprentice Term

The term of the Apprenticeship will be for either one or two years. After the first year, there will be an annual review and self-evaluation at which time a second year of the Apprenticeship may be granted. Completing two gardening seasons will reinforce the educational work experience.

Apprenticeship Obligations and Duties

Working closely with the Head Horticulturist and other horticulture team members, the Apprentice assists in the numerous activities required to maintain the Arboretum & Gardens on a year-round basis. Routine groundskeeping and horticultural duties include planting, pruning, weeding, and mowing as well as assisting with non-routine duties such as snow removal. Additionally, Apprentices must have the ability to learn and responsibly operate small power equipment such as backpack blowers and golf carts. Ability to perform physical duties in all weather conditions and lift 50 pounds or more is required.

Apprentices will work with the Director of Horticulture to design, initiate, and implement a special project in furtherance of Jenkins' mission. In addition, Apprentices gain experience in developing and delivering educational presentations to Jenkins' volunteer group. They are required to occasionally lead plant tours, teach classes, and write articles for the public. Finally, Apprentices will have an opportunity to develop leadership skills by assisting in the supervision of volunteers and Horticulture Interns.

Housing, Benefits, and Compensation

Residency on the grounds at Jenkins is a requirement of the Apprenticeship. As the job duties are full-time, there are some additional "caretaker" responsibilities during some evenings and weekends. Housing is provided at no cost for a single, non-shared efficiency dwelling with a bedroom, bath, kitchen, and living space. Apprentices are paid a starting wage of \$15/hour with increases aligned with time, skills, and achievements. This role is eligible for overtime. In addition, a dedicated educational stipend is provided to allow the Apprentice to participate in professional development opportunities. Apprentices are eligible to participate in Jenkins' medical insurance and retirement program, plus a competitive full-time employee benefit package that includes personal time off package (PTO) and 10 paid holidays.

Additional Background Information

The Apprenticeship at Jenkins Arboretum & Gardens provides an exceptional opportunity to learn about two specialties:

Native plants and naturalistic landscape design

Training in environmental horticulture and Jenkins' ecological approach to gardening. Gardening in an ecological context is the best long-term strategy for responsible stewardship of land, effective conservation of species, and sustainable landscape design.

Rhododendrons, azaleas, and related species

As a newly created public garden in 1976, the original "Master Plan for Development" specified and emphasized ericaceous plants in the scientific collections because of existing site conditions. Related ericaceous plants include mountain laurels, pieris, enkianthus, leucothoe, blueberries, and many others. Jenkins' collections of both *Rhododendron* and *Kalmia* are nationally accredited through the American Public Gardens Association's Plant Collection Network. Work is currently being done to collect, propagate, and expand our native azalea and rhododendron collections.

About

Jenkins Arboretum & Gardens is a 48-acre public garden located in Devon, Pennsylvania. Since its inception in 1976, Jenkins has celebrated the wonder of plants and place, serving as a destination for education, conservation, and community connection. Jenkins is open daily and is free of admission.

Application Procedure and Deadline

Submit completed Apprenticeship applications to employment@jenkinsarboretum.org.
Deadline for application is February 1, 2024, or until position is filled. Applications can be found online at www.jenkinsarboretum.org/apprenticeship.



Hamilton Horticulture Apprenticeship Application

Basic Information: Please Complete all fields.

Name:

Address:

Telephone:

Email:

Education: List current or most recent first.

Degree Held:

Major:

Minor:

Institution:

Date of Completion:

Degree Held:

Major:

Minor:

Institution:

Date of Completion:

Work Experience: List current or most recent first.

Position:

Employer:

Dates of Employment:

Position:

Employer:

Dates of Employment:

Position:

Employer:

Dates of Employment:

When would you be available to begin work? Please list earliest start/move-in date.

How did you hear about the apprenticeship?

References: List three references.

Name/Position:

Phone Number:

Institution:

Email:

Name/Position:

Phone Number:

Institution:

Email:

Name/Position:

Phone Number:

Institution:

Email:

Please prepare a brief, one-page essay describing why you would like to work as a Hamilton Horticulture Apprentice at Jenkins Arboretum & Gardens. Describe your past experiences in horticulture (or related fields), how the Apprenticeship experience might relate to your academic or professional goals, and attach any additional information you would like to include with this application.

Interest Areas

All Apprentices are required to complete a special project based on the needs of the Arboretum & Gardens and their own interests. Apprentices also participate in additional activities to build on their experience. To give us a better idea of those interests, rate each of the following based on your level of interest (1 = low interest to 3 = high interest).

- | | |
|---|---|
| <input type="checkbox"/> Designing a landscape | <input type="checkbox"/> Teaching a class or workshop |
| <input type="checkbox"/> Leading tours | <input type="checkbox"/> Writing a wildflower guide |
| <input type="checkbox"/> Assisting with social media | <input type="checkbox"/> Working with honeybees |
| <input type="checkbox"/> Greenhouse propagation/nursery management | <input type="checkbox"/> Mechanical – working on mowers, blowers, welding, etc. |
| <input type="checkbox"/> Graphic design projects | <input type="checkbox"/> Vegetable gardening |
| <input type="checkbox"/> Curation – assisting with mapping and database management | <input type="checkbox"/> Creating new trails through currently undeveloped areas |
| <input type="checkbox"/> Woodworking/building | <input type="checkbox"/> Redesigning a bog garden |
| <input type="checkbox"/> Working in the Plant Shop (re-stocking, potting, writing educational materials and labels, etc.) | <input type="checkbox"/> Helping to restore woodlands (invasive removal, planning and replanting) |
| <input type="checkbox"/> Starting/managing a special collection (ex: native orchids, ferns, mosses, grasses) | <input type="checkbox"/> Travelling to natural areas to collect seeds/cuttings of native plants |
| <input type="checkbox"/> Making a video (YouTube) | <input type="checkbox"/> Working with houseplants |
| <input type="checkbox"/> Coordinating a rare and endangered species plant sale | <input type="checkbox"/> Helping on committees to coordinate future activities/programs |
| <input type="checkbox"/> Photographing and recording the bloom times of plants | <input type="checkbox"/> Making a poster of native plants |
| <input type="checkbox"/> Attending plant-related conferences | |