MINNESOTA LANDSCAPE ARBORETUM  
JOB DESCRIPTION

TITLE: Lead Urban Gardener Apprentice

SUPERVISOR: Manager of Youth Education

CLASSIFICATION: 001 Temporary Casual

OVERVIEW:
The Lead Urban Gardener Apprentice will be learning the processes and practice that lead to maintaining successful, vibrant, garden teaching space in preparation to assume the full responsibilities of the Lead Urban Gardener in future summers. The Arboretum’s Urban Garden Program serves 250 Underserved Twin Cities Youth every year through Children’s Garden in Residence and Garden Based Youth Employment Programs. The Gardener team is responsible for maintaining the garden spaces and being the go to resource for staff and community garden/plant needs.

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20% Working with Lead Gardener to learn processes and methods for maintaining Urban Garden partner sites. Garden Apprentice will learn on the job from the Lead Gardener through working alongside during spring preparation and then through weekly Check ins after the gardens have been fully established and the Children’s Garden and Residence is underway.

60% Garden Maintenance: Do the work required to maintain Arboretum quality gardens at community partner sites. Work includes, site preparation, plant acquisition, supply buying, weeding, watering throughout the growing season.

20% Arboretum Staff, Urban Garden Staff and Community Partner Liaison for the Garden: Be the garden resource and advocate for the garden. Assist with getting staff supply and plant and garden space needs met on program timeline. Maintain open and positive relationships with community partners, urban garden staff, and Arboretum staff.

REQUIRED QUALIFICATIONS:
- Successful completion of a background check
- One year extensive garden management experience
- Post-secondary degree or significant coursework in horticulture
- Extensive knowledge of vegetable and ornamental annual plants well adapted to Minneapolis Metro area climate
- One year experience supervising work teams of staff and/or volunteers in a garden or horticulture related business
- Strong interest in contributing to the mission of the Arboretum Education Department; Connecting people with the importance of plants in their lives
PREFERRED QUALIFICATIONS:
● Established network of contacts with local whole greenhouse and garden supply industry
● Experience working in diverse cultural settings

ADDITIONAL INFORMATION:
Pay range: $12.50-$18.50/hr

WORK SCHEDULE:
400 TOTAL HOURS

This is a Temporary Casual position located at the Minnesota Landscape Arboretum in Chaska, MN. Work schedule: Schedule to be determined between supervisor and candidate.

[For Positions 50% or greater The position includes [vacation and sick leave accrual as well as paid holidays]. [For positions 75% or greater: This position also includes the option to participate in the Uof MN benefits package; medical, dental, life, STD/LTD, LTC insurance plans and flexible spending accounts].

*** This job description describing the current responsibilities of this position is subject to change.