

Facilities Job Function

Gardener Crew Leader

Grade 53

Summary

Leads the work of a crew and actively participates in the daily care and maintenance of gardens and grounds with particular responsibility for the specialty duties pertaining to the crew's designated section of the gardens. Works with a high level of independence. This is a critical position, which may require the employee to work during emergencies.

Typical Duties

1. Sets daily/weekly work schedule performed by crew in each designated section of the garden. Set seasonal schedule according to needs of garden.
2. Performs, and directs other employees in performing, general plant care and garden maintenance, relying on knowledge of horticulture and plant care techniques: planting, pruning, mowing, blowing, edging, aerating, fertilizer application.
3. Responsible for moderately complex care of shrubs and trees: pruning, moving and replacement; and lawns: irrigation, mowing and edging, feeding, and aeration of lawns.
4. Operates machinery and equipment used in the performance of gardening duties. Trains staff in proper use of machinery and equipment.
5. Responsible for ensuring the maintenance of fountains and pools, including swimming pool (pumps, filters, and use and monitoring of required chemicals).
6. Coordinates the preparation of the gardens for daily public visiting hours, including removal of snow and ice, leaves, and other debris from walkways and steps.
7. May answer questions for garden visitors.
8. May assist with special projects as needed and perform related duties as required.
9. Assists with other areas of the garden and special projects as needed. Performs related duties as required.
10. Ability to work outside in various weather conditions; endurance to walk, stand, kneel, bend, stoop, and climb; strength to push, pull, and lift up to 50 lbs.

Typical Requirements

Skills and Experience: Five or more years of professional gardening experience required. Some horticultural training and/or grounds management background desirable. Excellent leadership and interpersonal skills needed. Spanish language a plus.

Proper certification for maintenance of pools required.

Note: This is a model job description reflecting a sample of typical duties. It is intended to suggest a general level of skill and complexity and as such is not a substitute for the local, specific descriptions for individual jobs.