

Duke University Job Description: HORTICULTURIST (1210)

Job Title: HORTICULTURIST

Job Code: 1210

FLSA: E

Job Level: 10

Revised Date: 12/08/20

Job Family: JF 28

Reports to: Curator

Occupational Summary

Supervise and participate in the installation, maintenance, interpretation, and documentation of a variety of botanical specimens for teaching, research and ornamental purposes at Sarah P. Duke Gardens at Duke University.

Work Performed

Supervise and participate in the installation, maintenance, interpretation and documentation of a variety of botanical specimens for teaching, research and ornamental purposes at Sarah P. Duke Gardens at Duke University, including the planning and development of horticultural displays, procedures and methods with a focus on the specialized maintenance of the Ruth Mary Meyer Japanese Garden in the William Louis Culberson Asiatic Arboretum.

Procure, install and maintain plants including trees, shrubs, herbaceous plantings and a variety of botanical specimens in greenhouses, nurseries, formal and informal garden areas to include preparation of soil, planting, watering, fertilizing, mulching, and pruning.

Identify plant pests and diseases and make suggestions for their treatment. Must be familiar with Integrated Pest Management and calibrating application equipment.

Have a working knowledge of plant nutrition, plant physiology, and basic soil chemistry.

Identify, document, and accurately manage a plant collection.

Safely operate and maintain a variety of mechanical equipment to include trucks, tractors and specialized garden tools and a variety of hand-held power tools required to maintain botanical specimens. Must be familiar with all necessary PPE.

Conduct regular and special tours; give instruction in areas of specialized garden interest.

Maintain supply inventories and operational records. Make work assignments; supervise and review the work of lower rated employees, students and volunteers; train new personnel.

Perform other related duties incidental to the work described herein.

The above statements describe the general nature and level of work performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

Required Qualifications at this Level

Education/Training: Work requires knowledge of plant materials and care acquired through completion of a bachelor's degree program in horticulture, landscape architecture, botany or a related field.

Experience: Work requires a minimum two years of experience in horticulture or a related field. Public garden or estate landscape maintenance experience is preferred. Demonstrated knowledge of and experience in the Japanese landscape style, familiarity with South East Asia plant material, experience with technical pruning and care of specimen plants, construction and maintenance of bamboo features and other garden structures, aquatic pumps and garden hardscape is preferred.

OR AN EQUIVALENT COMBINATION OF RELEVANT
EDUCATION AND/OR EXPERIENCE

Qualifications: Possess North Carolina's drivers license or equivalent

Must be able to obtain North Carolina Pesticide License

Must be able to repeatedly lift up to 50lbs.

Must be able to work while on ladders.

Contact: Submit applications at hr.duke.edu

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