

Plant Propagator - Polly Hill Arboretum



Job Details

Job Description

The Polly Hill Arboretum on the island of Martha's Vineyard is seeking applications from knowledgeable and enthusiastic horticulturists for the role of Plant Propagator. The Arboretum, a Martha's Vineyard horticultural and botanical landmark, was developed by the legendary horticulturist, Polly Hill (1907-2007). Here in 1958, Polly began an arboretum by sowing a seed, eventually bringing 20 acres under cultivation while preserving 40 additional acres as native woodland. Established in 1998 as a not-for-profit institution, the Arboretum is devoted to horticulture, plant-based education, conservation and research, and the preservation of the character of this tranquil landscape. Please visit www.pollyhillarboretum.org for more information about our programs, activities and mission.

This position is responsible for all aspects of plant propagation and production including the maintenance and development of plant production facilities. This position participates as a member of the living collections team and has a secondary responsibility in the care and maintenance of the Arboretum's living collection and grounds.

This position is full-time, year round, and 35 hours per week. Full benefits include 80/20 medical plans (employer plays 80%), HRA (Health Reimbursement Account) included with health insurance, 403(b) retirement plan, paid vacation, holidays, and sick time. On site staff housing is being built and is predicted to be available by September 2023.

Duties and Responsibilities

Plant Production

- Propagate a diverse range of woody and herbaceous plants.
- Care for and maintain plant propagation and production facilities on a daily and seasonal basis
- Maintain and further develop proper cultural and sanitary conditions.
- Apply principles of IPM in management of insect & disease problems, and have an ability and willingness to apply pesticides when necessary.
- With curator, establish priorities and goals for producing plants for the living collection, for PHA's MV Wildtype native plant program, and for plant sales.
- Distribute seeds and plants per outside requests from colleagues.
- Create and follow protocols relevant to plant production, records, and care.
- Maintain accurate and detailed records of propagation and production activities.
- Maintain awareness of current research and practices relevant to plant propagation and production and attend meetings, seminars, workshops as appropriate.
- Develop and maintain cooperative professional relationships.

PHA Staff, Interns, and Volunteers

- Fully engage with staff, interns, and volunteers and help maintain a positive, respectful, and progressive work environment through effective communication and professional behavior.

- Teach, train, direct activities of and engage with interns and to provide a meaningful educational experience.
- Train, supervise, and work with seasonal workers and volunteers in plant production.

Programs, Events and Visitor Support

- Develop and teach classes and workshops and lead tours of production facilities.
- Write occasional articles for the PHA newsletter.
- Engage with visitors in a professional and helpful way.
- Assist with Arboretum events as required.

Secondary Responsibilities

- Assist the collections team when needed with maintaining the Arboretum grounds, buildings, facilities, and infrastructure.
- Other job duties as assigned.

Qualifications and Experience

- Associates degree (Bachelor's degree preferred) in horticulture or a closely related field and 3 years professional experience working with plants in a propagation/production setting.
- Knowledge of and experience in plant propagation, and managing in-ground and container stock production.
- Proven ability to work effectively as part of a team that includes staff, interns and volunteers.
- Proven ability to effectively communicate verbally and in writing.
- Knowledge of a diverse range of native and exotic plants, including a familiarity with scientific names.
- Ability to work outside in a variety of weather conditions and lift a minimum of 50 lbs.
- Willingness to lead tours, teach classes, and actively participate in the Arboretum's educational programs.
- A passion for plants and a genuine interest to continually learn and develop as a propagator and horticulturist.
- Must possess a valid driver's license.
- Must be legally authorized to work in the United States.
- Must possess a Massachusetts pesticide applicators license or obtain one within 6 months of hire.

Application Instructions

To apply please submit a cover letter, resume, and contact information for three professional references in one combined PDF document by email to the Curator-Assistant Director Emily Ellingson, emily@pollyhillarboretum.org, or by mail to Polly Hill Arboretum, Attn: Emily Ellingson, PO Box 561, West Tisbury, MA 02575.

Application period is open until October 4, 2022.

The Polly Hill Arboretum is an equal opportunity employer.