



## Botanical Garden Assistant

Positions Available: 2

Start Date: May 16<sup>th</sup> 2022

Compensation: \$11.00/hr., 35 hours per week, with on-site housing available free of charge

Duration: May through early August, specific dates are negotiable

### Contact:

Rachel Martin, Horticultural Specialist

Telephone: 828- 526-1088

Email: [rmartin@wcu.edu](mailto:rmartin@wcu.edu)

Website: <https://highlandsbiological.org>

### Overview:

Highlands Biological Station (HBS) is a scientific research station focused on the research and education of the natural heritage of the Highlands Plateau while preserving the biological richness of the southern Appalachian Mountains. HBS is a multi-campus center of Western Carolina University and is comprised of the Highlands Nature Center, Highlands Botanical Garden, William Chambers Coker Laboratory, and the Richard C. Bruce Biodiversity Laboratory. HBS also holds several on-site housing options for visiting researchers, students, and interns.

The Botanical Garden Assistant(s) will report to the Highlands Biological Station lead Horticulturist and will be an integral member of the HBS staff. The selected applicants will assist in identification, record-keeping, and maintenance of more than 450 native plant species. In addition, they will help to maintain the grounds and gardens, trails, boardwalks, and bridges throughout the 24-acre campus. This position will include working with volunteer groups and the general public to interpret the natural history of the local ecology and identify native plant species within the garden. This is an exceptional learning opportunity aimed at gaining valuable career experience caring for gardens and natural areas, planning and executing projects, and working with volunteers.

Botanical Garden Assistants have the option of staying in on-site shared housing for the duration of the summer, free of charge. They will also have the opportunity to participate in workshops and various external learning excursions.

## **COVID-19:**

In response to the COVID-19 pandemic, Western Carolina University has adopted a “Get Vaccinated or Get Tested” policy effective September 15, 2021. This will require you demonstrate evidence of full vaccination upon hire or be subject to regular testing.

## **Qualifications:**

The ideal candidate should possess an interest in native plants. Priority will be given to individuals pursuing a degree in biology, botany, horticulture, environmental science, or a related subject. Ornamental plant identification skills or familiarity with Southeastern plant species is desirable. Recent graduates and early career individuals are also encouraged to apply.

## **Responsibilities:**

The successful applicant will assist in all aspects of botanic garden operations including the use of proper horticultural practices and power equipment. Tasks will include: planting, pruning, raking, invasive plant management, trail maintenance, and plant record keeping. They will gain hands-on experience identifying and cultivating native plants in a natural and cultivated setting.

- Must be able to move, rotate, or stoop on uneven terrain
- Must be comfortable working from a ladder, lift, and other high places
- Must be prepared to work outdoors under all conditions, including heat, cold, rain, and with occasional exposure to biting and stinging insects
- Must be comfortable engaging with volunteers and other diverse audiences
- Occasional evening and weekend support may be required

Western Carolina University is an equal opportunity employer and is committed to supporting a diverse work environment. All consideration for employment is decided upon without regard to race, color, religion, gender, gender identity or expression, age, national origin, sexual orientation, disability, or veteran status. For individuals who require accommodation throughout the application process, please contact the Horticultural Specialist. Valid Driver’s License required.

## **To Apply:**

Please email or mail a resume:

Rachel Martin, [rmartin@wcu.edu](mailto:rmartin@wcu.edu) with the subject ‘Botanical Garden Assistant—Your Name’

Highlands Biological Station

P.O. Box 580

265 North 6<sup>th</sup> Street

Highlands, NC 28741