



John Hay Estate at The Fells

Employment Opportunity

Nursery Manager

The John Hay Estate at The Fells has an opportunity for a plant Nursery Manager to help expand our on-site capabilities in all aspects of plant care. This is a seasonal part-time position running from April to November with reduced hours in winter for planning and scheduling activities.

Primary responsibilities include but not limited to:

- Oversee our in-house plant production and plant care in two existing nursery locations, which encompass inground planting beds, raised beds, pots and decorative containers.
- Manage all aspects of our seasonal Plant Stand, including plant ordering and specification, labeling product for sale, organizing the display area, watering, and weeding, keeping it well stocked, and maintain inventory control.
- Train, supervise, and mentor nursery volunteers.
- Teach specific classes/workshops for our members and the general public.
- Work with Landscape and Education Interns
- Periodically travel to plant or material suppliers to select, pick up, and deliver purchases.
- On occasion lead Garden tours for visitors

Qualifications

- Have a keen interest in plants and demonstrate abilities in plant care and propagation.
- Comfortable with independent work environment.
- 3-5 years of related experience.
- Ability to lift 40 lbs.
- Have a general working knowledge of and care for hand tools and lightweight equipment
- Have a valid Driver's License and a clean driving record

Compensation: based upon credentials and experience of candidate

Availability: The position is available until filled.

How to Apply: Please send cover letter and complete resume to jobs@thefells.org. Please, no phone calls.