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**Job Description: Fine Gardening Lead**

**Job Type: Full Time, 11 months**

Poplar Point Studio is the premier horticulture and fine gardening service in the Finger Lakes Area. We are focused on making great gardening accessible – offering services from regular garden maintenance, garden coaching, plant design & selection, garden installations, annual & container plantings, holiday décor and garden workshops.

Working here means more than being part of a team – it is a family. We care deeply about our customers as well as those that we work with – directly on the team, or indirectly with vendors and suppliers. We are passionate about sharing our knowledge of horticultural practices, and strive for continuous learning in everything we do. At the core of PPS are driven horticulturists, creative problem solvers, and conscientious land stewards who are dedicated to providing expert green industry services. Our gardeners are constantly creating, maintaining, and sustaining gardens for clients who truly appreciate our professional level of artistry.

The Lead Gardener role is a critical role here, someone who takes ownership of the assigned garden properties, from horticultural practices to customer service and stewarding the gardens over the course of multiple seasons. This role requires significant technical skills, as well as customer service experience with high end residential customers, and lastly the ability to nurture the gardeners that you work with on a daily basis.

The ideal candidate for the Fine Gardening Lead position would be someone who:

- Has a passion for plants & working outdoors
- Likes to have fun in life and has a positive attitude
- Is responsible for overall aesthetic of properties and maintains design integrity
- Maintains a sense of ownership of garden assignments
- Is a steward of the earth and environment
- Enjoys being a generalist - adapts to different needs depending on the demands of the day
- Cares about serving others, and works well in a team environment
- Strong work ethic - gets satisfaction from working hard and seeing the fruits of their labor
- Has strong knowledge of landscape plants and plant health care practices
- Is organized and effectively communicates with clients as well as leadership team members
- Develops meaningful, long lasting client relationships
- Strong organization and communication skills
- Has experience using hand tools and small power equipment

Job Duties would include:

- Advanced horticultural skills: : weeding, deadheading, perennial care, basic pruning (up to 12'), leaf cleanup, hydrangea pruning, rose care & training etc.
- Identify common garden issues and pests, assess and document issues
- Inspection and care of gardens, landscapes and outdoor spaces
- Takes ownership of long term garden planning

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- Looks out for all aspects of the care and keeping of the gardens
- Assists with small landscape enhancements: bed preparation, transplanting, dividing perennials, plant installations, shrub and small tree planting, edging and mulch applications
- Supports, coaches and mentors other team members
- Clear, concise reporting on garden and resource needs
- Builds strong rapport with customers
- Collaboration with other team members and PPS divisions
- Assists with plant and job material deliveries
- Attends safety meetings

#### Minimum Qualifications:

- Bachelors in Horticulture related field or 5 years of Field related experience
- High school graduation or GED Certification
- Must be at least 21 years old
- Valid NYS Driver's License, Clear driving record
- Physical strength, flexibility, maneuverability to perform the duties of the position

#### Skills, Knowledge & Abilities:

- Advanced horticulture skills and best practices
- Professionalism, effective communication in any form
- Attention to detail
- Demonstrable ability to prioritize work and manage time
- Strong leadership and people skills
- Willingness to continue learning and take advantage of further training opportunities
- Ability to comprehend general and complex oral and written instructions
- General knowledge of types of motorized equipment and hand tools
- General knowledge of safety hazards related to the job and equipment
- Able to establish and maintain effective working relationships with coworkers
- Ability to read, write and communicate well with others
- Willingness to work in all weather conditions

#### Physical Demands

- Must possess the physical strength to perform moderate to heavy lifting/carrying from 25 to 75 lbs. for up to 100 feet; push and pull from 30 to 125 lbs. for up to 100 feet on a daily basis
- Physically capable to safely perform bending, twisting, stretching, rotating, kneeling, pushing, pulling and lifting while in awkward positions up to 100% of the time on any given day
- May be required to work overtime during heavy workloads
- May be exposed to heat, cold and wet weather

#### Special conditions/requirements

- Required to wear closed toed work shoes and appropriate fitting clothes
- Gloves, safety glasses, uniforms and hand tools are all provided by Poplar Point Studio