



Seasonal Greenhouse Education Center Assistant

The Horticultural Society of New York (The Hort) is hiring Greenhouse Education Center Assistants to support our programs at the Denny Farrell Riverbank State Park. Assistants will work with our Horticulture, Education and Public Space departments. Building upon the farm internship sessions, assistants will increase their knowledge and understanding of seed selection, planting, and pruning in the garden.

The mission of The Horticultural Society of New York is to improve human lives through horticulture. Our social service and public programs create green spaces in all neighborhoods as a vital part of social infrastructure, train people for jobs that grow and sustain green communities, and develop fresh approaches to improve New Yorkers' health, well-being, and environment through horticulture.

Responsibilities Include

Horticulture

- Water, weed and maintain plants in the learning and pollinator gardens
- Harvest, wash and process crops
- Assist with pest identification and management

Education and Public Programs

- Support center staff in teaching
- Set up workshop materials
- Collect participant metrics/data
- Support onsite events and programming

Community Outreach

- Promote programs through visits to local libraries and community centers
- Create materials to share with Harlem neighbors and on-line community

Maintenance of kitchen classroom

- Maintain center cleanliness including: emptying garbage, sweeping/mopping floors, and dusting surfaces
- Managing center inventory

Required Qualifications

- Completion of a previously offered Farm Internship session
- Interest in horticulture, gardening, or farming
- Ability to work collaboratively and independently
- Interest in working with the public, school children and families
- Evening and weekend availability
- Vaccinated against COVID-19

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Preferred Qualifications

- Spanish Speaking
- Experience Working with children

Physical Requirements

- Comfortable working outside in all weather conditions
- Ability to move and lift up to 30 pounds
- Able to stand, squat, bend, and kneel

Additional Details

-Salary Range: \$15.00 min to \$15.00 max per hour

-Dates: July 5 through August 31, 2023

-Schedule: 20 hours per week

-Employment Classification: Part-Time Contract

How to Apply

To be considered, please email a cover letter and resume to education@thehort.org or jobs@thehort.org by June 1, 2023.

The Hort is committed to workplace diversity and inclusion. It is an equal opportunity employer and does not discriminate on the basis of race, ethnicity, age, religion, gender, marital status, sexual orientation, disability, veteran status, political orientation, or any other characteristic protected by federal, state, or local law.

We provide reasonable accommodations to qualified individuals with disabilities to enable them to perform the essential functions of the job. Reasonable accommodations are also available for these individuals during the hiring process. Please email jobs@thehort.org should you require reasonable accommodation during the hiring process.

All employees, interns, and volunteers must provide proof of COVID-19 vaccination unless they have been granted a reasonable accommodation for religious or medical reasons.