



## Gardener: Driver

The Horticultural Society of New York (The Hort) seeks an energetic and dedicated Gardener- Driver to support horticultural work in public and private garden spaces throughout New York City. Gardeners who drive should be able to work efficiently, independently, and collaboratively to accomplish each day's tasks with the additional task of driving to and from the work sites. The Gardener- Driver will work to plant and care for trees and shrubs, install urban farms and garden structures, and engage in green infrastructure work on roofs, gardens, private residences, supportive housing facilities, open streets, and public plazas. The ideal candidate is passionate about furthering their career in horticulture. This is a full-time, year-round position with room for growth.

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:**

- Care for newly planted trees, shrubs, perennials, and grasses
- Planting, pruning, and deadheading
- Weeding and brush clearing
- Leaf, debris, and trash removal
- Irrigation repair and installation
- Composting and mulching
- Maintain tools and machinery
- Weekly assigned driving responsibilities for teams to and from work sites
- Vehicle Care
  - Daily inspection of The Hort's vehicles before leaving the lot
  - Submit all reports for incidents, damages, or accidents involving The Hort's vehicles
- Survey condition of sites
  - Communicate the status of the job site, including improvements needed or issues
- Other tasks as assigned by Management.

### **Driving and Vehicle Care**

- Safely operate The Hort's vehicles as assigned by your supervisor on designated driving days
- Adhere to traffic laws, regulations, and company policies to ensure safe and efficient transportation. Perform pre-trip and post-trip inspections to identify and report any mechanical issues, damage, or maintenance requirements.
- Maintain cleanliness and organization of the vehicle's interior and exterior.
- Report accidents, incidents, or traffic violations promptly to the appropriate authorities and supervisors.
- Follow established routes and schedules to ensure timely arrivals and departures.
- Maintain a clean driving record both during work and when driving on personal time



### Required qualifications:

- 6 months to 2 years of experience with hands-on experience building and maintaining urban green spaces, gardens, and/or urban farms
- Punctual and dependable
- Excellent communication skills, both written and verbal
- Comfortable working in high-traffic areas (roadsides, medians, traffic circles, tree pits, etc.)
- Candidates must possess a Class D Driver License valid in the State of New York. Serious moving violations, license suspension, or accident record may disqualify you. **This Class D Driver License must be maintained for the duration of your employment**
- **All candidates must submit to a quarterly review of their eligibility to drive and insurability by NYS and The Hort's Auto Insurance**
- Ability to work independently as well as part of a team
- Perform all other duties and tasks assigned
- **All employees must be fully vaccinated against COVID-19 prior to their start date**

### Physical Requirements

- Must be able to lift up to 50 pounds at a time
- Must be able to squat, lift, stretch, bend, and stand for extended periods of time.
- Ability to perform physical labor outside in various weather conditions
- Comfort working outside year-round
- Comfort traveling daily throughout the city on public transportation

### Benefits

The Hort offers all Full-Time regular employees a generous Paid Time Off package, termed Life Insurance Policy and Employee Assistance Program. Pre-tax benefits include transit, a Flexible Spending Account, and medical, dental, and vision insurance.

### Additional Details

- Rate: \$25 min- \$25 max per hour
- Employment Classification: Full-Time Regular
- Schedule: Monday through Friday
- Reports to: Field Supervisor

### How to Apply

To be considered, please email a thoughtful cover letter, resume, and two references to [jobs@thehort.org](mailto:jobs@thehort.org) with 'Gardener' in the subject line—no phone calls.

*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](mailto:jobs@thehort.org) should you require a reasonable accommodation during the hiring process.*