

Posting date: January 29, 2024

**Job Title: Horticulture Manager**

**Job Description:**

Chanticleer Garden seeks a strong, visionary individual to lead and manage a vibrant, talented horticultural team, some of whom are responsible for designing, planting, and maintaining their areas. The Horticulture Manager reports to the Executive Director and supervises eight horticulturists, a plant information coordinator, ten assistant horticulturists, five interns, and 15 volunteers, and will:

- Lead, develop, supervise, and guide staff to become stronger horticulturists and designers.
- Set schedules and organize weekly work as well as strategically plan for the coming years.
- Work closely with the Executive Director and other managers to keep Chanticleer a national and world leader in public garden design, education, and management, with a strong emphasis on environmental stewardship.

**Company Information:**

The Chanticleer Foundation is a non-profit organization that operates a 50-acre public garden in Wayne, Pennsylvania, USA. Chanticleer opened to the public in 1993 and welcomes over 65,000 visitors annually from April through October. The garden has over 5,500 taxa and is recognized as a leader in horticultural display, design, education, and environmental stewardship. The Chanticleer staff work in a professional, team-oriented, and smoke-free environment. Continual training and education are encouraged.

**Primary Responsibilities:**

- Lead the staff to keep the garden in excellent condition, helping the staff achieve innovative, educational, and inspiring designs and displays.
- Directly supervise staff, making recommendations for personnel regarding employment, performance ratings, salaries, promotions, transfers, or terminations.
- Guide, teach, and advise staff and interns in the more complex phases of their work.
- As one of the top managers in the organization, work with the Executive Director and the managerial team in setting and overseeing policies as well as preparation and administration of the garden's annual budget.
- Hire and supervise contractors, including arborists, to handle functions to complement Chanticleer's staff. Build and maintain relationships with vendors.
- Assist with education outreach programs by giving guided tours, lectures, workshops, classes, and preparing educational materials.
- Develop and implement a Plant Health Care program for the property.

**Qualifications:**

- Formal and on-the-job training in horticulture and design, or related fields, plus at least ten years of experience in related disciplines.
- Demonstrated leadership, managerial skills, and experience.
- Strong horticultural skills, knowledge, and experience.
- Excellent communication and organizational skills.
- Demonstrated commitment to advancing and promoting staff as well as diversity, equity, and inclusion.
- Maintain a valid pesticide certification in Ornamental Horticulture.

This exempt, full-time position's general schedule is Mondays through Fridays 7:30 am – 4:00 pm, with some evening, weekend, and holiday work.

**To apply please send your resume and a letter of interest to:**

Email: [employment@chanticleergarden.org](mailto:employment@chanticleergarden.org)

Or by Mail: Executive Assistant, 786 Church Road, Wayne, PA 19087

The Chanticleer Foundation is an Equal Opportunity Employer. Employment decisions are based on merit, qualifications, and abilities in order to provide equal employment and advancement opportunities to all individuals. The Chanticleer Foundation does not discriminate in employment opportunities on the basis of race, color, religion, gender, sexual orientation, national origin, age, disability, or any other characteristic protected by law.