SPOTTS
GARDEN SERVICE

Lead Gardener

Position Description

Spotts Garden Service cultivates people's most intimate green spaces, their gardens. As a team, we shape custom gardens into interactive, functional, healthy, and beautiful places for the people who live in them.

As a lead gardener, you will not only oversee and help execute the maintenance gardening of specific properties, but also mentor and develop the next generation of Spotts' team members. Your ability to communicate effectively, delegate efficiently and foster a positive learning environment will be crucial in this role.

With more responsibility comes rewards, and not *just* financially. You will have more space to create, learn, and educate. As you get more familiar with *your* gardens and their owners' needs, you will have space to design on the fly and implement proactive measures to enhance the gardens. Spotts will support you, both in time and financially, to pursue your gardening passions through formal and nonformal education. This education will also provide the depth and breadth of knowledge necessary to become a Senior Gardener at Spotts.

Qualifications

- Experience leading crews for full-day shifts (10+ hours).
- Has at least one (1) year of professional gardening.
- Must have a drivers license and clean driving record.
- Experience driving trucks with trailers, additional training is available at request.
- Seeking long-term and full-time employment.
- Comfortable working outdoors in all weather conditions with limited access to bathrooms.
- Strong communication skills with customers, crew and leadership.
- Knowledge of plant identification, pruning and garden maintenance.
- Able to identify and prioritize gardening tasks.
- Ability to train and mentor new and less-experienced gardeners.
- Ability to prioritize and manage multiple projects.
- Able to read a garden design.
- Displays beginning mastery of plant identification.
- Capable of lifting, digging and carrying materials (up to 40lbs).

- Enjoys being outdoors and being part of a team.

Duties

Gardening

- Lead a gardening crew: identify garden needs, delegate tasks, manage time, ensure work quality, and document completed tasks.
- Execute and adapt the garden plan for regularly assigned gardens, like transplanting, invasive species management, laying seed, speciality pruning, etc.
- Refine and master pruning skills and plant identification.
- Teach the Spotts standards.

Leadership & Communication

- Arrive at 7:15 each work day to prep equipment and garden plan for the day.
- Communicate with and educate customers onsite, when appropriate.
- Attend weekly Lead Meetings to report on garden progress and advocate for garden plans.
- Under the supervision of the education director, leads will teach small groups for internal education.
- Provide training and education to urban gardeners in the field.
- Effectively relay information from the field to the rest of the staff.

Sales & Design

- Recommend our products that would benefit the customer through the daily notes. The leadership team will reach out to the customer.
- Work with the Director of Design on any plant addition either suggested by us or requests from customers.
- Generate garden editing projects; adding bulbs, annuals, seeds and problem solving with plants
- Teach the Spotts' standard.'

Metrics for Success

- Average billable hours vs. billable hours goals
- Client feedback
- Employee feedback
- Upselling; bulbs, seeds, annuals, and perennials

Benefits

In addition to the benefits of an urban gardener, lead gardeners have:

- Pay rate starts at $23 an hour
- A $125 gear stipend, after 90 days
- Access to funding for educational pursuits up to $200 annually, after (1) year of employment at Spotts
- Will accrue paid time off up to 40 hours annually
- Ability to opt in to a Simple IRA with a 3% match

Specializations and Career Paths

- Technical Gardening Specialty - working towards Senior Gardener
- Design Specialty - working towards Design Associate
- Install Specialty - working towards Install Project Manager
- Invasive Species Specialty - Professional Certification

Hiring Process

The stages of our hiring process are:

- Telephone interview
- Followed by a in-person interviews (1 to 1.5 hours)

If you are hired:

- Your first day is a half-day, paid orientation (4 hrs).
- You will then begin full days in the field (10 +).
- You will receive a performance review 90 days after starting.

Promotion Process

- Opportunities for specialization in install, design, and other areas become available when basic lead gardening qualifications are mastered.
- Exhibit skill and interest in specializing.
- Paths for promotions can be discussed during performance reviews or during a meeting requested by the lead with the Executive Director.