



# FREDERIK MEIJER Gardens & Sculpture Park

Frederik Meijer Gardens & Sculpture Park promotes the enjoyment, understanding, and appreciation of gardens, sculpture, the natural environment, and the arts. Meijer Gardens is ranked among the 100 most visited art institutions in the world. The organization embraces the concept of a major cultural attraction centering around horticulture & sculpture. Meijer Gardens' commitment is to create a legacy of lifelong learning, enjoyment, and a rich cultural experience for generations to come.

## JOB POSTING – HORTICULTURE MANAGER

**Department:** Horticulture

**Supervisor:** Director of Horticulture

**Pay Type:** Full Time, Salary, Exempt

**Date Posted:** February 2025

**Compensation:** The salary for this position ranges from \$70,000 to \$75,000, depending on experience and qualifications.

**Position Summary:** The Horticulture Manager is part of the leadership team responsible for the daily operations of the horticulture department, as well as department strategy and long-range vision. This position is responsible for overseeing the care, maintenance, and quality of garden displays and collections, supervising horticultural staff, coordinating volunteer activities, managing contractors, and ensuring high standards of horticultural excellence are met.

### Essential Functions:

- Supervise and mentor horticulture staff, providing clear direction and support to ensure alignment with Meijer Gardens' mission and horticultural standards.
- Collaborate with other horticultural managers to develop and implement best practices, coordinate projects, and ensure efficient operations.
- Collaborate with the Director of Horticulture in the preparation and management of the annual horticulture budget.
- Oversee and coordinate plant orders for horticultural exhibitions and routine plantings.
- Conduct regular walkthroughs of designated garden areas to maintain and uphold quality standards.
- Lead and oversee the volunteer program within the department, managing recruitment and engagement while coaching staff to foster a positive and rewarding volunteer experience.
- Manage contractor relationships, ensuring high-quality service and adherence to horticultural best practices.
- Assist in the hiring, onboarding, and training of horticultural staff.
- Conduct performance evaluations for assigned staff, providing feedback, training, and opportunities for professional development.
- Serve as a point of contact for horticultural safety, identifying and mitigating risks in garden spaces.
- Participate in relevant board committee meetings, offering insights and updates on garden management.
- Represent Meijer Gardens through public speaking engagements, guided tours, and other promotional activities.
- Collaborate with other departments to support organizational goals and initiatives.
- Provide horticultural expertise and assistance during special events and exhibitions.
- Perform other duties as assigned by the Director of Horticulture.

### Education and/or Qualifications Preferred:

- **Education:** Bachelor's degree in Horticulture, Biology, Botany, or a related field.
- **Experience:** Minimum of 5 years of experience in horticulture or a related field, with at least 2 years in a supervisory or leadership role.
- **Skills/Knowledge/Licenses:**
  - Strong leadership, communication, and team management skills.
  - Knowledge of industry standards, sustainability practices, and horticultural trends.

- Valid Michigan driver's license with a clean driving record.

**Organizational Expectations:**

- Embrace Meijer Gardens' mission to promote the enjoyment, understanding and appreciation of gardens, sculpture, the natural environment, and the arts.
- Embrace the organization's non-profit status and commitment to serving and treating the public with dignity and working with a broad and diverse group of employees, volunteers, members, and guests in a respectful and professional manner.

**Working Conditions:** Basic mobility is expected in offices, grounds, and exhibition areas. Ability to observe details at close range and communicate information accurately with others. Engage in occasional object manipulation with or without assistance, and efficiently navigate the workspace to access essential resources. Ability to regularly move up to 20 pounds, frequently up to 50 pounds, and occasionally move 100+ pounds (i.e., load, unload, and move supplies, medium to heavy weight tools, and equipment). Occasionally ascends/descends a ladder. Regularly operates in outdoor and challenging weather conditions, including exposure to temperatures exceeding 100°F and dropping below 0°F, rain, high humidity, snow, and direct sunlight. This encompasses both outdoor settings and greenhouse environments. May entail exposure to various workplace hazards such as hazardous materials, loud noise, and extreme heat/cold.

*Apply online at <http://www.meijergardens.org/contact/careers/> or send your cover letter and resume to [hr@meijergardens.org](mailto:hr@meijergardens.org).*

*As part of our onboarding process, all new hires are required to complete our background check.*

**Frederik Meijer Gardens & Sculpture Park is an Equal Opportunity Employer.  
We believe in fostering a diverse and inclusive workplace.**