Seasonal Worker - Emergent Tower - Canopy Walk Monitor (arboretum - 2017)
Position Title: Seasonal Worker
Department: Guest Relations – Monitors (040907)

Objective
Holden Forests and Gardens (Holden Arboretum & Cleveland Botanical Garden) is looking to fill multiple Emergent Tower/Canopy Walk Monitor positions. The Emergent Tower / Canopy Walk Monitor will assist in monitoring the operations of the Emergent Tower and Canopy Walk. This position requires a flexible schedule which may include early mornings and / or evening. Weekend work will be required.

Supervisor
- Manager, Guest Relations
- Assistant Manager
- Guest Relations Representative(s)
- Works with Volunteers

Work Location
- The Holden Arboretum – Kirtland, Ohio – less than 30 miles east of Cleveland.
- Encompassing more than 3,600 acres of cultivated gardens, woody plant collections and natural forested areas
- The Holden Arboretum / Cleveland Botanical Garden recently integrated, making the organization the 12th largest public garden in the U.S.

Responsibilities
- Receives guests at structures, providing prompt and courteous service.
- Ensure proper admittance policies are being followed by guests and staff.
- Ensure safety practices are being followed by guests and staff.
- Ensure cleanliness of structures, which will include weather-related debris and trash removal.

Qualifications
- Strong customer service skills and experience working with the general public.
- Excellent verbal communication skills.
- Ability to work within a team, as well as independently.
- Ability to effectively solve small to complex problems.

Requirements
- Ability to understand basic instructions using the English language
- Acceptable driving record (3 points or less)
- Must pass a criminal background check and substance screening

Physical Demands
Must be able to perform with or without reasonable accommodation.
- Ability to be on either structure for extended periods of time
  - Emergent Tower – 120’ high, 200 stairs
  - Canopy Walk – 65’ high
- Stand and/or sit for extended periods of time
- Effective vision and hearing
- Hand and arm dexterity
- Walk and work on wet, uneven, slippery terrain
- Regular lifting and carrying up to 10 lbs
- Kneeling, bending, stooping, grabbing, and reaching

**Work Environment**
- Perform required tasks in all weather conditions
- Ability to a flexible schedule
- March through November (until end of November, weather permitting)
- Seven days per week operation
- Full time or part time
- Approximately 16 – 40 hours per week

**Wages:**
- Candidates start at $8.50

**Apply**
Review of applications with begin immediately and continue until the position is filled.

Qualified applicants should submit a resume online: [https://home.eease.adp.com/recruit/?id=15532781](https://home.eease.adp.com/recruit/?id=15532781)

This position will be employed through a staffing agency service.

**Posting Date:** January 2017  
**Closing Date:** Until Filled

Holden Forests and Gardens (Holden Arboretum / Cleveland Botanical Garden) is an Equal Opportunity Employer committed to hiring a diverse and talented workforce. We seek skilled, knowledgeable and experienced individuals to join our staff and enhance our reputation as one of the country’s foremost arboreta.