



**2019 Horticulture Internship-*Great Opportunity for Students in need of graduation service hours enrolled in environmental or recreation majors***

**Position Description** 14-30 hours per week, twelve week minimum- Accepting applications March through Fall of 2019. The horticulture intern works as part of the Horticulture Department's plant production and garden maintenance program. Applicants must be capable of traveling to and from the work location. The Arboretum is located 4 miles south of Route 66 on Woody Mountain Road in Flagstaff, AZ. Woody Mountain Road is an unmaintained Forest Service dirt road on which you can expect to encounter pot holes, rocks, and slick, muddy, icy, or snowy conditions. Extreme weather of rain, snow, and hail during storms may degrade road conditions.

**Major Responsibilities and Duties:**

- Perform operation duties of greenhouses and plant cultivation (watering, transplanting, fertilizing), plant propagation, organize plant collections, manage data, follow pest management protocols.
- Perform outdoor gardens and grounds work such as trail maintenance, planting and cultivating (watering, weeding, deadheading, pruning, etc.) garden areas.
- Safely operate hand and power gardening/greenhouse tools and equipment. Keep tools cleaned and maintained in safe working order.
- Work independently or cooperate as part of a team with other volunteers.

**Qualifications (Required):**

- Ability to work independently and in teams.
- Interest in native plants of the Colorado Plateau.
- Valid driver's license.

**Qualifications (Preferred):**

- Experience in gardening or greenhouse work, including experience in each of the following: planting, cultivating and caring for trees, shrubs and perennials.
- Plant identification skills; ability/willingness to learn new plants and their horticultural requirements.
- Experience operating and maintaining tools.

**Training/Development Opportunities:**

- Receive training in simple record keeping, greenhouse pest monitoring and control, general plant care (watering, transplanting, fertilizing), plant propagation and identification, group leadership, and complex problem solving.
- Receive training in pruning, transplanting, planting bed preparation, irrigation troubleshooting and repair.
- Receive training on proper use of hand or power tools and garden vehicles.

**To Apply**

Send resume and cover letter to Gayle Nance, Greenhouse Manager/Horticulturist at [gayle.nance@thearb.org](mailto:gayle.nance@thearb.org). Please label the subject as "2019 Unpaid Horticulture Internship". Undergraduate and graduate students enrolled in Botany, Horticulture, Landscape Architecture, Parks and Recreation, Environmental Science or related fields are encouraged to apply.

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