



Volunteer Job Description – Volunteer Collection Curator

To discuss this position or apply to be a volunteer at the Botanical Garden, please contact Susan Cory, Volunteer Coordinator, 515-323-6293, scory@dmbotanicalgarden.com

Position: Daily Care Assistant – Show House

Activities:

The Gardeners Show House is a showcase of specimen plants as well as collections. Unique displays, inspiring presentation and motivational ideas for the home gardener are laid out in a space that invites guests to view plants up close and personal as well as to sit and relax in the tranquil environment.

The daily care activities ensure that the Show House is always guest ready. The space is clean and inviting, plants are show quality and the displays look fresh and well-kept. A care task list is available to guide the daily and non-daily but regular care needs. These may include sweeping pathways, cobweb control, weeding, deadheading, monitoring plant health, plant replacement and more.

Time Commitment:

1 ½ - 3 hours per shift. Shifts are available Monday through Sunday. Weekday volunteers are preferably available weekly or bi-weekly. Weekend maintenance volunteers should be available a minimum of once per month to develop an understanding of the maintenance activities and familiarity with the space. Volunteers may be asked to assist staff with periodic deep cleaning or special projects and may sign-up as available.

Shift start time may be anytime between 8 – 9:30 a.m. with some tasks needing completion prior to opening at 10 a.m.

Up to two volunteers needed per shift.

Requirements:

Interest in providing a high quality guest experience.

Ability to work independently or with others using the guidelines of the task list.

Detail oriented. The ability to use “fresh eyes” to review the space and assess needs each time you are in it.

Willingness to learn about the characteristics of plants and expectation of their visual appearance.

Willingness to ask questions.

Some tasks may require bending/reaching and primarily being on your feet. The ability to move objects that are ten pounds or less.

background check for volunteers will be conducted.

Attire:

Jeans, slacks or shorts, shirts or t-shirts that are in good condition and free of tears or stains. Closed toed shoes or sandals are acceptable. Sandals should also have a strap on the back (no clogs or flip flops).

Botanical Garden volunteer short-sleeved t-shirts are available to purchase at cost and can be purchased at the Garden Shop. Other logoed apparel is available periodically and sold at cost.

Reports to:

Leslie Hunter, Horticulturist

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