

Pembroke Horticultural Society

Job Description

1. Waterfront Arboretum Gardener Assistant Job Summary

Pembroke Horticultural Society

Reports to - Waterfront Gardener

Rate of Pay – Ontario Minimum Wage

Work Schedule – June 5 – August 11, 2023. 30 Hours per week for 10 weeks

Skills, Abilities

- 1) 17 years of age minimum;
- 2) Good gardening skills and proficient use of gardening tools including a lawn mover;
- 3) Must be able to perform the physical labour duties outlined below;
- 4) Ability to work independently, with minimal supervision;
- 5) Ability to project a suitable public relations image to the general public.

Responsibility

Under the direction of the Waterfront Gardener, Pembroke Horticultural Society, carry out the day-to-day requirements for the orderly maintenance of horticultural concerns at the Waterfront Arboretum in the City of Pembroke. Act as a tourism ambassador, welcome visitors and the general public in a friendly and courteous manner.

Duties

1. Responsible for the accurate completion of all safety training, time sheets and other administrative forms;
2. Performing digging, weeding, watering, planting, pruning, mowing and lifting duties in maintenance of flower and shrub beds at the Pembroke Waterfront;
3. Must be able to perform other related duties as assigned.

Additional Information

As a condition of employment, candidates must supply their own personal CSA approved steel-toed work boots and work clothes.

Applicants are invited to submit in confidence, a cover letter and resume by

Saturday, May 27, 2023 at 4:00 pm to:

Pamela Duplessis

Pembroke Horticultural Society

Email: gardenpembroke@gmail.com