



THE JAMES DICK FOUNDATION *for the* PERFORMING ARTS

## ROUND TOP FESTIVAL INSTITUTE

PO Box 89, Round Top, TX 78954 • (979) 249-3129 • festivalhill.org

**Position:** Horticulturist/Master Gardener

**Supervisor:** Associate Managing Director

**Status:** W-2 Employee, hourly pay, reports hours worked on timesheet

**Full-time:** 40 hours per week with possibility of overtime; Monday through Friday with some evenings and weekends

**Job Description:** Round Top Festival Institute is seeking a professional Horticulturist/Master Gardener to manage the cultivated areas of its 210-acre campus near Round Top, Texas. This position cares for the public herb and flower gardens, lawns around historic buildings, and managed wooded areas. May be required to clean up woods, brush; haul off debris; fountain maintenance; help with setup for events; and campus preparation before the summer festival season.

Knowledge of general horticultural principles, landscape maintenance techniques for display, and the working knowledge of annuals, perennials, woody plants, and native plants are important. Basic knowledge required includes planting, watering, fertilization and weed control; greenhouse maintenance and limited propagation; plant display labeling; safe and knowledgeable use of pesticides.

Position requires good communication and organizational skills, proficient computer skills (Microsoft Word, Excel), and the ability to work as part of a team and independently. Work involves supervision of volunteers. Must be fluent in the English language.

**Education and Experience:** An Associate's or Bachelor's degree in horticulture, botany or a closely related field is desirable. Some professional work experience in gardens and grounds maintenance and management is preferred.

**Work Environment & Physical Requirements:** Must be able to work outdoors in all types of weather conditions with some greenhouse work. Regularly required to use power and non-power tools, equipment, etc. Job may require frequent standing, bending, kneeling, operating landscape equipment, reaching for objects, using a ladder, etc. May be required to move, push, pull or lift objects frequently up to 25 pounds and occasionally up to 50 pounds.

**Salary and Benefits:** Wages based on level of education and work experience. Benefits include group medical, dental, vision and life insurance; paid time off and holidays.

**Biweekly Payroll:** every other Friday

**To Apply:** Send resume to [humanresources@festivalhill.org](mailto:humanresources@festivalhill.org), or download application at [festivalhill.org/employment](http://festivalhill.org/employment), or call the Institute office at 979-249-3129.