



Conservatory Garden Stewards

Position: Conservatory Garden Steward

Who: Hidden Lake Gardens Staff and Volunteers

Location: Conservatory Lobby, Tropical Biome, Arid Biome, Temperate House, Lath House, Service Greenhouse, and Plantings around the Conservatory.

Schedule:

- **Days:** Mondays through Sundays
- **Hours:** 9:00 a.m. to 4:00 p.m.
- **Shifts:** 9:00 a.m. to 12:00 p.m.

Purpose:

The role of the Hidden Lake Gardens Garden Steward is designed to support a variety of tasks that enhance the beauty and functionality of Hidden Lake Gardens.

Responsibilities:

- **Plants, Trees, and Flowers:**
 - Potting, planting, and transplanting
 - Weeding, cultivating, pruning, and deadheading
 - Propagating seeds, cutting, divisions
 - Removing invasive and unwanted plants
 - Watering
- **Custodial**
 - Sweep the lobby, walkways, and Greenhouse floors
 - Placing and straightening plant labels, markers, and signs
 - Setting up seasonal displays and special events
 - Communication:
 - Use a walkie-talkie radio to communicate with HLG staff.

Work Environment:

- This could be an outdoor environment and may be subject to changing weather conditions, as well as insects and wildlife.
- Volunteers should dress appropriately for the weather and take measures to protect themselves from these elements.
- All necessary tools to assist will be provided.

Dress Code:

- Volunteers must wear Hidden Lake Gardens apparel to ensure they are easily identified as authorized personnel when working within Hidden Lake Gardens.

Qualifications:

- Volunteers should have an interest in horticulture and plant care, the ability to perform physical tasks, attention to detail, and a willingness to learn.



Miscellaneous:

- Training, information, and uniforms will be provided. Volunteers are encouraged to bring sunscreen, insect repellent, and a water bottle.