

**Position Title:** Gardens Update Coordinator

**Project Sponsor:** Sawtooth Botanical Garden

**Project Summary:** We are in need of assistance in revitalizing and updating different areas of the Garden for public education and enjoyment.

- **Irrigation Update**  
The AmeriCorps Member would learn about and assist with updating irrigation in our perennial beds specific to plant needs and environment, efficient grid design, water pressure and velocity requirements, uniform water distribution, computer programming to accommodate scheduled events, and identify and fix irrigation problems as they arise.
- **Mapping and Signage**  
Map the plants in each of the 20 garden beds using our survey and photographs. Identify all plants in each bed and add to the survey. Inventory existing plant signs, organize by bed, and order missing signs. Research storage systems for winter sign storage, space required and cost of construction.
- **Volunteer Development**  
Develop a weekly volunteer outreach program to help the Garden recruit and nurture more volunteers. Area of volunteer focus: to help with the general upkeep of the garden, talk with visitors about the plants demonstrated, their relationships to birds and other wildlife, and the water conservation efforts being implemented.

**Essential Functions:**

- While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; talk or hear and taste or smell.
- The employee is frequently required to stand and walk.
- The employee is occasionally required to sit and climb or balance.
- The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The noise level in the work environment is usually moderate.

**Position Requirements**

- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving award.
- Ability to commit to the full term of service for which they are applying.
- Must successfully pass a fingerprint criminal history background check provided through PCEI.
- Complete and submit all necessary PCEI AmeriCorps paperwork and reports in a timely manner.
- Attend and complete all PCEI AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.

- Wear PCEI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.
- A cooperative manner and the ability to serve as part of a diverse team.
- Regular and reliable attendance and dependability.
- Work well in a small team setting
- Excellent attention to detail
- Act as a positive representative of the SBG with visitors, volunteers, community members, etc.
- Work from a ladder periodically
- Use standard gardening tools (shovel, garden rake, leaf rake, trowel, hand-pruners, loppers, pruning saw, pole pruner, backpack blower, weed-eater)

AmeriCorps members can enroll in multiple terms of service that add up to the value of two full-time education awards. In other words, you can blend summer, part-time and full-time service positions and receive awards as long as the combined service terms don't exceed two full terms. You can also serve additional terms but will not receive an additional education award.

#### Member Qualifications

- Gardening experience, either vegetable or ornamental, is preferred.
- Some horticultural knowledge would be very helpful.

#### Member Benefits Include

- A taxable, monthly living allowance (\$12,530.00/full-time member, or \$6,265.00/part-time member, paid over the term of service).
- Upon successful completion of a term of service, eligible members receive an education award of \$5,775.00 for a full-time position or \$2887.50 for a part-time position. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable.)
- Basic medical insurance for those who qualify. Part-time members not working in a full-time capacity (40 hours/week) do not qualify.
- Childcare allowance for those who qualify.
- Professional development, trainings and networking opportunities.
- Qualified individuals with disabilities and those from diverse backgrounds are strongly encouraged to apply. We provide reasonable accommodation for qualified individuals and conduct all activities in full accessible settings.
- Free Sawtooth Botanical Garden membership

#### **Project Location and/or Transportation Needs:**

Sawtooth Botanical Garden (all projects are on-site) – 11 Gimlet Road, Ketchum, ID (about 4 miles south of Ketchum and 8 miles north of Hailey).

We are located on a bike path and are 1 mile away from the nearest bus stop (also accessible by the bike path). Member would be responsible for their own transportation to/from the facility.

**Dates of Service:** Full-time: 11 month position beginning October 2017.

*The Palouse-Clearwater Environmental Institute AmeriCorps host site selection is contingent upon continued funding from the Corporation for National and Community Service.*