



BOYCE THOMPSON
ARBORETUM

Position Title: Director of Horticulture and Living Collections

Reports To: Executive Director

Supervises: Horticulture Department

Job Category: Full-time, Non-Exempt

Location: **On-Site**

Salary: \$80,000; Full benefits

The Boyce Thompson Arboretum is seeking a Director of Horticulture and Living Collections. This position oversees all aspects of Boyce Thompson Arboretum's (BTA) Horticulture Department, including botanical collections, garden design, research and conservation priorities and project management. As a visionary leader, the Director of Horticulture and Living Collections provides leadership to staff and volunteers on the development of plant collections and departmental priorities. The ideal candidate will be knowledgeable about arid landscapes, desert ecology, horticulture design principles, greenhouse and propagation best practices and research techniques. A love of desert landscapes and wildlife is a must.

ABOUT US

In 1924, the Boyce Thompson Arboretum (BTA) was founded by mining magnate William Boyce Thompson. The desert landscape inspired Boyce Thompson to create the arboretum with the mission of educating people about desert plants and their uses in an arid environment. This mission continues today, and the Boyce Thompson Arboretum has grown in mission and size over its 100-year history. As an independent non-profit organization, the arboretum is in Superior, Arizona in the beautiful and stunning landscape of Picket post mountain and adjacent to the Tonto National Forest. The arboretum is located within 30 minutes of Mesa, AZ and 1 hour from downtown Phoenix. At 372 acres, BTA is the largest and oldest botanical garden in the state of Arizona. BTA holds a collection of 4,030 taxa and 30,000 plants. The Arboretum grounds provide a collection of plants from all over the world's varied desert and dry lands, displaying them alongside native Sonoran Desert vegetation. Wildlife is abundant and visitors enjoy well maintained hiking trails throughout the grounds. It is not uncommon to see javelina, bobcat and a variety of native and migratory birds while working, hiking, and enjoying the grounds. BTA is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

RESPONSIBILITIES:

- Guide and manage strategic growth for the Horticulture Department including the development of collections, garden displays, research, propagation, and conservation priorities.
- Provide direction to Horticulture staff in the development of programs that support the mission and goals of the arboretum. This includes collection planning, and setting research and propagation priorities that support the mission of the Arboretum.
- Develop and oversee the Horticulture Department budget, including reporting of grant and donor-restricted funds.
- Participate in fund-raising and grant-writing activities that benefit Horticulture programs.

- Directly supervise and provide leadership, management, and oversight for the day-to-day activities of a 12+ Horticulture staff, including hiring, training, goal setting and appraisals/reviews.
- Provide expertise on arid plants and landscapes and share that knowledge and skill through a variety of forms including but not limited to public and visitor engagement, staff mentorship, professional audiences, donors and public engagement.
- Oversee plant records, mapping, and labeling; plant collection policy; and garden design aesthetic.
- Provide direction and leadership on best horticulture and arborist practices in the overall management of the Arboretum including soil nutrition strategies that promote sustainable gardening practices, best practices for tree management and integrated pest management.
- Provide direction and oversight of conservation and research priorities for both flora and fauna. Collaborate with State and federal agencies, Universities and related institutions as needed.
- Participate in scholarly research of the collections and publish when appropriate.
- Oversee the legume seed bank, herbarium and overall propagation programs and participate in seed collecting trips to maintain collections.
- Work collaboratively with the Volunteer and Visitor Engagement Coordinator to develop long-term productive relationships with the Master Gardener program and Arboretum volunteers.
- Collaborate across departments to identify opportunities for funding, programming, interpretation, and community outreach to activate the Arboretum and its audiences.
- Develop, maintain, and promote positive and professional relationships with internal staff, volunteers, members, vendors, contractors, media, and the general public.
- Participate in Board of Directors' meetings and provide leadership and direction to the Collections Committee.
- Provide leadership and engagement in the larger public garden community and work collaboratively on shared goals and projects.
- Collaborate with Assistant Director on safety and wildfire prevention measures and participate actively on safety committee.
- Provide direction and oversight for native wildlife management within the Arboretum. This includes the management of endangered species such as the desert pupfish residing in Ayer Lake and working collaboratively with Arizona Game and Fish and United States Fish and Wildlife Service as needed on wildlife management priorities.
- Responsible for the husbandry and care of desert tortoise exhibit and domestic office cats.

EDUCATION AND EXPERIENCE

- Bachelor's degree in botany, horticulture, environmental studies, or related field required; Master's degree preferred
- Minimum of three (3) years managing and supervising horticultural staff in working with living collections in a public garden environment, required.
- Demonstrated experience in arid and desert plant ecology and landscapes.
- Demonstrated knowledge of horticulture and public garden best practices and clear understanding of aesthetics as they apply to a natural setting.
- Experience successfully managing and completing multiple active projects while staying within budgetary constraints and within specified timelines.
- Strong management and leadership skills with a desire and ability to succeed in a collaborative and diverse environment.

KNOWLEDGE, SKILLS, AND ABILITIES

- Excellent interpersonal and customer service skills
- Excellent computer skills: MS Office, Powerpoint, Excel
- Excellent written and oral communication skills
- Ability to work in a challenging, fast-paced environment.

- Detail-oriented, collaborative manner, and strong work ethic.
- Ability to work as part of a team.
- Ability to demonstrate initiative, establish priorities, and meet deadlines.
- Must pass a background check.
- Must have a valid AZ Driver's License or be able to obtain one, clean driving record required.

PHYSICAL REQUIREMENTS

- Ability to work outside in extreme weather conditions. Summer temperatures may exceed 115 degrees F.
- Must be able to work at least one weekend day and occasional evenings. Shift starts one hour before opening. In the summer months the shift starts at 5 am.
- Must be able to do basic office tasks such as typing, writing, using a computer and other electronic equipment.
- Ability to lift and move 50 lbs. and traverse uneven terrain and hiking conditions.
- Must be able to stand, walk on uneven terrain, sit, reach with hands and arms, climb or balance, stoop or kneel, talk, and hear, and use fingers and hands to feel objects, tools or controls.
- Fully functional vision is required (prescription lenses are acceptable).

BENEFITS

- Health Insurance, Dental Insurance
- PTO, 11 Paid Floating Holidays
- 401k, Paid Parental Leave,
- Free BTA membership and employee discount in gift shop,
- Flexible schedule
- Employee options for Vision, Short-Term and Long-Term Disability and Life Insurance. Different eligibility requirements must be met, and employer contributions are generous, but contribution rates vary among different plan/benefits options.