

Position: Greenhouse Horticulturist, Cockrell Butterfly Center
Employment Status: Full Time, Salary

Job Summary:

The Cockrell Butterfly Center at HMNS is home to over 1,500 butterflies as well as various reptiles and birds, and consists of a three-story rainforest conservatory, insect zoo, as well as greenhouses and containment rooms, which are not open to the public.

The Greenhouse Horticulturist will ensure that proper upkeep and maintenance is performed on the greenhouses as needed and oversees the outdoor gardens managed by the Butterfly Center, including our Community Science Garden. The Greenhouse Horticulturist is also responsible for the plants in the greenhouses used for plant cart sales and propagation for the rainforest exhibit.

This position works closely with other Cockrell Butterfly Center staff and reports to the director of the Cockrell Butterfly Center.

Essential Job Duties and Responsibilities:

- Perform daily care and maintenance of outdoor gardens and plants in greenhouses including but not limited to watering, fertilizing, pruning, and pest control while maintaining animal health
- Propagate plants for use in our conservatory, outdoor gardens and other areas
- Schedule and oversee regular maintenance on greenhouse systems
- Manage plant sales in the Museum Store
- Supervise volunteers working in areas associated with the position
- Help with major projects and horticulture maintenance in the rainforest exhibit as needed
- Perform regular sanitation and ensure safety protocols are being followed
- Regularly interact with the public
- Ensure that all USDA-APHIS regulations are being adhered to in designated spaces
- Be present for and assist with large events, occasionally as needed
- Perform “opening duties” such as clearing paths and watering plants
- Prepare yearly budget for areas associated with position
- Present outreach programs and other educational demonstrations to the public, occasionally as needed
- Prepare and present lectures or classes relating to horticulture, occasionally
- Other duties as assigned

Knowledge, Skills and Abilities:

- Bachelor’s degree or higher, preferably in horticulture, biology, or other life science/agriculture fields
- Educational requirements can be substituted with exceptional experience
- Three years of experience in a similar position preferred
- Strong work ethic and attention to detail
- Excellent organizational, interpersonal and communication skills

Requirements:

- Access to a vehicle
- Able to work some designated weekends and holidays
- Able to spend several hours on their feet and work in outdoor conditions
- Able to sit, stand, bend, stoop and occasionally lift and/or carry items weighing up to 50 pounds
- Able to arrive to work on time

- Proven track record of reliable punctuality and attendance
- Must comply with the museum's health and safety protocols

Perks of Working at HMNS Include:

- Medical, dental, vision, and life/disability insurance offered to full-time employees following 60 day waiting period
- 401K plan enrollment available to eligible employees who complete one year of service
- Free Individual HMNS Membership
- Free access to museum exhibits, Butterfly Center, Burke Baker Planetarium, Giant Screen Theater and satellite facilities
- Discounted programming including museum summer camp
- Free staff parking
- Predominately daytime hours (some evenings may be required)

Application Instructions:

Resumes will be accepted through **July 12, 2024** and can be submitted in the following ways:

- By email to jobs@hmns.org
- By mail to HR Department, HMNS, 5555 Hermann Park Drive, Houston, Texas, 77030
- In-person by dropping off your application materials c/o HR at the Museum Service desk at HMNS in Hermann Park

No phone calls, please.

HMNS does not respond to inquiries regarding application status.

The Houston Museum of Natural Science is an EEO Employer.

Houston Museum of Natural Science, 5555 Hermann Park Drive, Houston, Texas 77030