



Office: 251.GARDENS

12401 Bellingrath Gardens Road
Theodore, AL 36582

Bellingrath.org



Job Title: Grounds Manager

Reports To: Director of Horticulture and Assistant Director of Horticulture

Department: Horticulture

Supervisory Responsibility: Grounds Technician(s), volunteers, and interns

FLSA: Exempt

Full Time Position: Salary, minimum 40 hours per week

Position Summary:

As a hands-on leader with proven supervisory experience, the Grounds Manager coordinates, leads, and works alongside their team to maintain and discernably improve the condition of: a large irrigation system, expansive turf areas, vegetation/trees in visitor facing areas and in peripheral acreage, and a composting program. The Grounds Manager plays a critical role orchestrating interdependent interactions across the entire BGH Horticulture division. The Grounds Manager is expected to perform outdoor work subject to climatic conditions typical to Mobile, Alabama.

Primary responsibilities:

- Oversee the upkeep and appearance of BGH grounds, including irrigation repair, mowing, cutting, clearing, grading
- Competently supervise grounds technicians, interns, and volunteers
- Take the lead in irrigation repair and installation, working closely with the gardens team and the greenhouse team to ensure timely and appropriate action is taken
- Coordinating with Facilities Manager, take the lead in executing basic maintenance of landscape maintenance machinery and hand tools
- Work closely with managers in other divisions to assist with staffing and setup of Bellingrath's seasonal events, and provide other assistance as directed
 - Bellingrath's growing list of events includes but is not limited to: Magic Christmas in Lights, Beer and Blooms, Great Bellingrath Harvest
- Foster a culture of safety, communication, professionalism, and mindfulness
- Hand digging and regrading
- Perform routine inspection of grounds-related safety and aesthetic issues
- Work with Director of Horticulture, Assistant Director of Horticulture, Garden Manager, and other Horticulture Managers to implement garden infrastructure, hardscape, and display bed improvement projects
- Order supplies and perform off-site material acquisitions as needed
- Maintain a clean, organized shop
- Other duties as assigned



Knowledge, Skills and Abilities:

- Successful candidate must have a strong work ethic
- Proven supervisory experience is required
- Proven ability to work both independently and effectively as part of a team, or as team leader, is required
- Strong organizational skills are required
- Ability to regularly lift 50+ pounds unassisted is required
- Proficient and innovative with landscape equipment and hand tools
- Horticulture degree or related degree is preferred; or an equivalent combination of education and work experience is required
- Proficiency in professional irrigation troubleshooting and repair
- Willing and able to work outdoors in typical Mobile, AL climate
- Must possess a valid driver's license and consistent 40-hr per week attendance is required
- Basic knowledge of landscape plant identification and maintenance is required

Application Instructions: To apply for this position, please submit a resume, cover letter, and three references to employment@bellingrath.org by February 7, 2025.

Bellingrath Gardens & Home is an equal opportunity employer and does not discriminate on the basis of an applicant's or employee's race, color, religion, sex, national origin, citizenship, age, disability, veteran or military status, genetic information, pregnancy, or any other legally protected basis under applicable federal, state, or local law. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Bellingrath Gardens & Home makes hiring decisions based solely on qualifications, merit, and business needs at the time.

Employee signature: _____ Date: _____

HR signature: _____ Date: _____