

# GARDENS OF GOLDEN GATE PARK

**Position Title:** High School Garden Intern

**Hours:** Part-time

**Role Classification:** Temporary, Seasonal

**Exemption:** Non-Exempt

**Reports to:** Education Program Coordinator

**Salary:** \$18.67 - \$19.18 per hour

## ABOUT THE GARDENS OF GOLDEN GATE PARK

The mission of Gardens of Golden Gate Park is to connect people to plants, the planet, and each other. Gardens of Golden Gate Park is a public/private partnership between the San Francisco Recreation & Park Department (RPD) and the San Francisco Botanical Garden Society (SFBGS) to jointly operate the Conservatory of Flowers, Japanese Tea Garden, and San Francisco Botanical Garden. A Lease & Management Agreement between RPD and SFBGS, approved by both the Recreation & Park Commission and the Board of Supervisors, sets the terms of the partnership. The agreement is a cooperative management agreement that outlines the roles and responsibilities for each partner. Key areas of responsibility for SFBGS include volunteer engagement, education, visitor experience, philanthropy, membership, marketing, and other functions. RPD is responsible for horticulture and facility management and maintenance, master planning and capital improvements conducted with SFBGS, and other functions. Together, RPD and SFBGS collaborate on collections management within the Gardens.

**The Conservatory of Flowers** is a national, state, and local landmark and a place of exceptional beauty. Built in 1879, the Conservatory was the first formal structure erected in Golden Gate Park and remains an internationally renowned icon, displaying and cultivating unusual plants to heighten awareness of the pressing need to preserve threatened rainforest environments.

**The Japanese Tea Garden** is the oldest operating public Japanese garden in North America. This garden provides visitors from around the world with an opportunity to experience the natural beauty, tranquility, and harmony of a Japanese-style garden and was originally created as an exhibit for the 1894 California Midwinter International Exposition.



**San Francisco Botanical Garden** opened in 1940 and is a 55-acre living museum within Golden Gate Park, showcasing 8,000 different kinds of plants from around the world. San Francisco's oceanic climate with cool dry summers, mild wet winters, and presence of fog allows the Garden to grow a diverse array of species from around the world.

## **POSITION SUMMARY**

Join us for a great summer outside, learning, leading and earning in our Gardens!

We are looking for enthusiastic and motivated high school students (currently enrolled, ages 15 and up) to join our team as High School Garden Interns. This role will support programs for kids, families, and camp groups, based in the Children's Garden at San Francisco Botanical Garden. Interns will learn and develop hands-on skills needed to create and maintain a thriving garden environment. While caring for the learning landscape, interns will cultivate leadership abilities by facilitating activities for young children. While the program is based at the Children's Garden in San Francisco Botanical Garden, interns will also have opportunities to participate in activities at the Conservatory of Flowers and Japanese Tea Garden. Interns earn a minimum wage while building valuable skills under the guidance of experienced mentors.

## **RESPONSIBILITIES**

- Engage with children and lead hands-on activities related to gardening and the natural world.
- Work alongside experienced mentors to develop and care for the Children's Garden learning landscape.
- Assist in planning and executing garden projects.
- Participate in team meetings and workshops to develop your horticultural and leadership skills.

## **EXPERIENCE & QUALIFICATIONS**

- At least 15 years old by May 14<sup>th</sup>, 2025 and currently enrolled in High School.
- Must apply for worker's permit through your school and have signed permit before first workday.
- Previous experience working with children ages 5-12 years old from diverse backgrounds.
- Interest or experience in gardening and/or other outdoor activities.
- Ability to work independently as well as part of a team.
- Strong communication and interpersonal skills.
- Comfortable working outdoors in various weather conditions.

## **ADDITIONAL EXPECTATIONS**

- Living within a 5-mile radius of Golden Gate Park or 1199 9th Ave – San Francisco Botanical Garden site.
- Summer Schedule:
  - Starts June 10<sup>th</sup> – August 6<sup>th</sup> 2025,
  - Tuesday–Friday 9:30am-3:00pm, 20 hours a week with 30-minute unpaid lunches.
- Able to engage in a range of physical motions, including prolonged standing or sitting at a desk, light lifting, climbing stairs, and occasionally working in varying weather conditions.

**FOR ADDITIONAL INFORMATION AND TO APPLY: Complete application with attached cover letter at <https://recruiting.paylocity.com/recruiting/jobs/All/99885d66-fdde-45ea-b169-b55cfb505be0/Gardens-of-Golden-Gate-Park>**

**In your cover letter, please describe your experience being part of a team, spending time outdoors, and working with children. A Resume is NOT required.**

**Gardens of Golden Gate Park is an equal opportunity employer and encourages candidates with diverse backgrounds and experiences to apply.**

**We are an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, genetic information, or any other category protected by law.**