

NOW HIRING 2017 TREES FOR NEIGHBORHOODS CREW MEMBERS:

To apply, send your resume to Jessica Farmer at jsfarmer@uw.edu, and indicate which position(s) you are interested in. Applications will be reviewed on an ongoing basis, starting July 5, 2017.

Since 2009, the City of Seattle's Trees for Neighborhoods project has helped Seattle residents plant over 7,300 trees in their yards and along the street. That's 7,300 more trees working to clean our air and water, make our streets more walkable, and our neighborhoods healthier!

UW Botanic Gardens will be supporting the Trees for Neighborhoods project in summer and fall 2017, and we have openings for two summer crew members, 15 fall crew members, and one fall crew lead. We value diversity and inclusion and encourage all qualified people to apply.

Fall Crew (15 positions)

Pay rate: \$15/hour

Start date: early October, 2017

End date: late November/early December 2017

Estimated total hours: 25 hours/person

Most work will occur on three scheduled weekend dates (10/21, 10/29 & 11/5) and approximately 1-3 partial weekdays at the Center for Urban Horticulture (3501 NE 41st St., Seattle), with potential for occasional off-site work.

Responsibilities include but are not limited to the following:

- Unload deliveries of trees, watering bags, and workshop supplies
- Attend training and support tree distribution events by setting up and taking down event space, hosting check-in and hospitality
- Lead tree planting workshops for members of the public
- Fill bags of wood chip mulch
- Help tree recipients load trees into their vehicles
- May include public outreach, preparation of paperwork and other workshop materials, and assistance with distribution of unclaimed trees

Requirements:

- Strong interpersonal skills and excellent verbal skills
- Strong attention to detail
- Ability to work independently and as part of a team

Desired:

- Knowledge of and experience with tree planting and care
- Experience communicating with the public and/or providing excellent customer service
- Ability to continuously stand or walk
- Ability to bend, squat, and lift up to 20 pounds frequently

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Fall Crew Lead (1 position)

Work will occur on a flexible schedule, including weekdays and weekends, with potential for occasional evening hours. Three scheduled weekend dates are required: 10/21, 10/29 & 11/5. Work will take place at the Center for Urban Horticulture (3501 NE 41st St., Seattle), and at various residential locations throughout Seattle.

Pay rate: \$19/hour

Start date: early September, 2017

End date: late November/early December 2017

Estimated total hours: 130

Responsibilities include but are not limited to the following:

- Plan and coordinate logistics for three Trees for Neighborhoods tree distribution events and direct delivery of a portion of the trees to participants' homes, using a UW vehicle
- Assist UW Botanic Gardens Adult Education Supervisor with crew interviews and communicate directly in planning discussions with City of Seattle project manager
- Communicate with crew members about shift schedules and individual responsibilities, and help monitor the flow of events to fill in gaps and adjust worker placement as needed
- Alongside crew members, unload deliveries of trees, watering bags, and workshop supplies
- Attend training and support tree distribution events by setting up and taking down event space, hosting check-in and hospitality
- Lead tree planting workshops for members of the public
- Fill bags of wood chip mulch
- Help tree recipients load trees into their vehicles
- Assist as needed with public outreach and preparation of paperwork and other workshop materials

Requirements:

- Strong interpersonal skills and excellent written and verbal skills
- Strong organizational skills and attention to detail
- Ability to work independently and as part of a team
- Valid driver's license and willingness to drive a University of Washington vehicle throughout Seattle

Desired:

- Knowledge of and experience with tree planting and care
- Experience communicating with the public and/or providing excellent customer service
- Ability to continuously stand or walk
- Ability to bend, squat, and lift up to 20 pounds frequently