

*The Butchart Gardens is looking for a qualified individual from within the company to fill the following position:*

**DEPARTMENT: Gardening**

**POSITION: Supervisor – Indoor Greenhouse Production**

The successful candidate, in consultation with the management of the Gardening Department, will be expected to coordinate and supervise staff to complete a broad range of greenhouse, seasonal display and gardening duties.

**The successful candidate will be required to:**

- Effectively and efficiently manage a crew
- Create and maintain a positive and productive environment
- Provide leadership, motivation and training as required for each staff member
- Lead by example in all tasks including the day-to-day physical work involved
- Communicate effectively and courteously with Gardening management and other departments as required
- Plan and coordinate gardening activities throughout the year
- Participate in planning and prioritizing both long and short-term projects in the area
- Participate in the planning, design and production of the seasonal plantings and displays
- Assist in department wide initiatives when called upon for assistance
- Coordinate projects which may involve other departments within the Gardens
- Coordinate and maintain the steady and orderly flow of plant material throughout the greenhouse operations
- Initiate and implement training programs for greenhouse staff
- Properly operate and manage irrigation, fertilization and temperature control systems
- Perform annual staff performance evaluations
- Ensure that safe work practices are maintained at all times
- Ensure staff adhere to company policies and procedures
- Be patient, polite and professional with our visitors
- Be available to be on call for afterhours emergencies and alarm system warnings

**The successful candidate will possess the following qualifications:**

- At least 5 years of work experience in the Gardening Dept. at the Butchart Gardens
- Excellent attitude and positive outlook
- Related experience in all of the job requirements (listed above)
- Excellent knowledge and understanding of plants, trees, shrubs and all aspects of gardening
- Proven ability to lead, manage and interact effectively with staff
- Self-motivated, well organized and efficient
- Strong communication skills (both written and oral)
- Ability to conduct oneself in a patient, polite and professional manner
- Proven understanding of how to attain our level of excellence and attention to detail in the garden
- Detail orientated, resourceful, with the ability to problem solve and multi-task
- Ability to work well under pressure
- Capable of performing physically demanding and repetitive tasks
- Committed to the values and standards of The Gardens

This is a year-round salaried position that will commence on August 1<sup>st</sup>, 2025. Remuneration will be commensurate with this level of responsibility.

Please submit cover letter and resume to the Human Resources department addressed to The Butchart Gardens, 800 Benvenuto Ave., Brentwood Bay, BC. V8M 1J8. email: [hr@butchartgardens.com](mailto:hr@butchartgardens.com) by **Thursday, July 24<sup>th</sup>, 2025**. Copies of this posting are also available upon request.