

**University of Illinois Extension  
Master Gardener Volunteer  
Job description**

**Position Title: Garden Groomer**

**Reports to: Madiem Kawa, Environmental Programs Organizer**

**Email: [madiem.kawa@gmail.com](mailto:madiem.kawa@gmail.com)**

**Phone: 773-233-0476**

**General Description of the Position: To maintain the Sustainable Vegetable Garden located at the Smart Home: Green and Wired exhibit at the Museum of Science and Industry.**

**Duties and Responsibilities:**

- **Recognize and identify the vegetable, herb and flowering plants growing in the garden and the containers**
- **Know the cultural requirements of the plants**
- **Recognize common insect and disease pests of garden plants**
- **Water the plants as needed**
- **Fertilize the plants according to the schedule**
- **Weed the garden and deadhead where needed**
- **Keep the garden clean and attractive including removing any litter**
- **Harvest vegetables/fruit as they ripen**
- **Maintain compost and worm bins**
- **Record/communicate completed garden tasks to Team Leader**
- **Follow the University of Illinois Extension recommended Dress Code**
- **Attend MSI Volunteer Training and complete background screening forms for both University of Illinois Extension and MSI at prior to volunteering**

**Recommended Skills and Abilities:**

- **Be physically able to work in the garden**
- **Ability to work in teams**
- **Current knowledge of vegetables, herbs, edible and non-edible flowers**
- **Knowledge of gardening in containers/earthboxes**
- **Knowledge of Integrated Pest Management (IPM) methods**
- **Knowledge of composting**
- **Ability to represent the University in this highly public environment**

**Training/Resources Provided:**

- **Training provided on identifying all garden plants and their cultural requirements**
- **Template for reporting completed garden tasks**

**Time required: 40 hours**

**Timeframe/Key Dates: May-November**

