



## CONSERVATORY OF FLOWERS

GOLDEN GATE PARK • SAN FRANCISCO

Position Title: Plant Collection Internship  
Hours: 15–19 hours for a 6 month period  
Position Category: Internship  
Reports to: Chief Nursery Specialist  
Compensation: \$15

The mission of the Conservatory of Flowers is to connect people and plants in a place of exceptional beauty.

### **POSITION SUMMARY:**

The Plant Collection Internship position provides an opportunity for botany and taxonomy students or recent graduates to develop their public garden collections skill set. The intern will work closely with a professional horticulturist to capture and maintain information on the plant collections in the Conservatory of Flowers public galleries and support greenhouses. Collections interns will work with horticulturists on limited horticulture tasks as well to develop connections with the existing collection

### **RESPONSIBILITIES**

- Enter information on plant collections into existing database
- Maintain accurate labels and update plant locations
- Record all new plant acquisitions
- Horticulture maintenance tasks as assigned, may include detailing, watering, transplanting
- Map and inventory existing collections as assigned
- Research collection plants for habitat, range and scientifically accurate educational information
- Other duties as assigned

### **QUALIFICATIONS**

- Open to current botany, taxonomy or environmental horticulture students or recent graduates.
- Candidates should have a professional interest in botanical collections, collection management, plant taxonomy, database management or related plant collection interests.

## HOW TO APPLY

Please arrange:

- Resume detailing college-level coursework and relevant professional experience
- Thoughtful cover letter with the following information:
  - Detail your interest in the Plant Collection Internship at the Conservatory of Flowers
  - Describe your future career interests in plant collections.

Submit the above documents to:

Kristen Natoli, Chief Nursery Specialist

[knatoli@sfcof.org](mailto:knatoli@sfcof.org)

The Conservatory of Flowers is an Equal Opportunity Employer. People of color, women, military veterans and members of the LGBTQ community are strongly encouraged to apply.