



MOORE FARMS
botanical garden

Plant Records Intern

The intern will work primarily with the Plant Recorder, contributing to the database management, inventory and labeling of plant collections in the garden. Daily tasks will include mapping, data entry, inventory, surveying and plant collection management. Experience contributing to the GIS program including GPS data collection will also occur. In addition to regular, daily responsibilities, each intern will be assigned an independent project to complete.

Moore Farms Botanical Garden is a nonprofit private garden set in rural Lake City, South Carolina. This dynamic 65-acre garden was established in 2002 and includes 24 different garden areas.

Desired qualifications:

Interns should desire to learn more about managing the plant records database system. Ability to lift 50 lbs., willingness to work in adverse weather conditions, and a valid driver's license are required.

This internship is intended to allow self-motivated juniors, seniors and recent college graduates to explore plant records in a botanical garden setting. Previous database work/ knowledge and interest in plants are a plus. Proficiency in Microsoft Office products, specifically Excel, is required. Any GIS experience is a huge bonus. Preferred majors include: Biology, horticulture, agriculture, geography, GIS, engineering, environmental science and computer science.

When offered: 3-4 month summer internship for 2018.

Location(s): Southeastern US. Lake City, South Carolina 29560

Compensation and incentives: Compensation includes a taxable stipend of \$1800 per month. On-site housing is provided in a fully-furnished cottage with satellite TV and Wi-Fi. Work exchanges will be arranged with local gardens such as Pearl Fryar Topiary Garden and the JC Raulston Arboretum. A paid, out of state field trip is planned to allow interns to experience different regions and for professional networking opportunities.

Work expectations: 5 days, 40 hrs. /wk. with occasional weekend work.

To apply: Submit a cover letter, resume and three references to:

Via E-mail:

Rebecca Turk

Director of Education and Events

Moore Farms Botanical Garden

Email: rturk@moorefarmsbg.org

Phone: (843) 373-8068

Please state interest in the Plant Records internship in the cover letter.

The goal of this program is to provide students with an understanding of the day to day operations of a botanical garden, focusing predominately on Plant Records. We also strive to prepare them for professional employment, to encourage creative and progressive thought and to ignite and inspire further passion for public horticulture. For more information view our website at www.moorefarmsbg.org.