Position Announcement

Number available: 1

Scott Intern - Education
Apply by: March 1, 2014
Duration: 1 yr with flexibility of spring start date
Compensation: $13.90/hr in FY 2012/13; 35 hour work week plus excellent benefits as a Swarthmore College employee; also receives support to attend educational programs.
Contact: Claire Sawyers, Director or Julie Jenney, Educational Programs Coordinator
E-mail: Claire Sawyers - csawyer1@swarthmore.edu or jjenney1@swarthmore.edu
Telephone: 610-328-8025
Fax: 610-328-7755

The Scott Arboretum Education Internship offers unique work experience in a campus arboretum well-suited to an individual interested in a career in public horticulture. In addition to on-the-job training, the intern has opportunities to meet other professionals in the Philadelphia region, an area rich in public gardens, and to attend educational events at other institutions. This is a one-year appointment. Work activities include assisting the Educational Programs Coordinator with educational programming, special events, publications, interpretation, marketing, promotion, and working with volunteers. The intern is eligible for up to $5,000 in support for approved international travel.

Qualifications: Good communication skills, an attention to detail, knowledge of pertinent technology and computer programs, and interest in working with volunteers and the public are also desired. Individuals must be willing to work some weekends and evenings.

About the Scott Arboretum: Located in the “garden capital of the United States,” the Scott Arboretum has been called “the most beautiful campus in America.” The Scott Arboretum is the 300-plus acre campus of Swarthmore College, an excellent liberal arts college located 11 miles southwest of Philadelphia.

Established in 1929, the Arboretum has been accredited by the American Association of Museums since 1995, a distinction held by about 30 botanical gardens/arboreta. Members and volunteers of the Scott Arboretum play a key role in the activities and assist full-time staff of about 20 people in maintaining outstanding collections of woody ornamentals of over 4,000 taxa and a variety of special gardens. For more information visit www.scottarboretum.org.

To apply: send cover letter, resume, and a list of at least three references with phone numbers to:

Scott Arboretum of Swarthmore College
Attn: Claire Sawyers
500 College Ave.
Swarthmore, PA 19081
610-328-0825

Established in 1929, the Scott Arboretum displays the better kinds of trees, shrubs and herbaceous plants suited to gardens in Eastern Pennsylvania.
**Position Announcement**

**Scott Intern – Summer**

*Number available: 1 - 2*

**Apply by:** March 1, 2014

**Duration:** April-September, for a minimum of 10 weeks

**Compensation:** $12 per hour (2013 rates); 35 hour work week; must be available for some weekends; maximum of 28 weeks

**Contact:** Claire Sawyers, Director or Andrew Bunting, Curator

E-mail: Claire Sawyers - csawyer1@swarthmore.edu or Andrew Bunting - abunting1@swarthmore.edu

**Telephone:** 610-328-8025

**Fax:** 610-328-7755

The Scott Arboretum Summer internship offers unique work experience in a campus arboretum well-suited to an individual interested in a career in public horticulture. In addition to on-the-job training, the intern has opportunities to meet other professionals in the Philadelphia region, an area rich in public gardens. Work activities include gardening and greenhouse work, and working with volunteers on the 300-acre campus with a variety of gardens and collections.

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