



THEODORE PAYNE FOUNDATION for Wild Flowers and Native Plants

Botanical Technician

Posted May 16th, 2023

POSITION DESCRIPTION

TPF is seeking an individual with botanical expertise to assist in our conservation programs and initiatives. This position will primarily work in the field and at our seed cleaning facility. Duties include supplying locally collected seed for TPF's seed bank and production department, making rare species conservation collections, processing seed for sowing or storage, teaching classes, and providing general support for botanical endeavors at TPF. The Botanical Technician reports to the Seed Program Manager. **This is a permanent, part time position (24 hours per week)**

DUTIES & RESPONSIBILITIES

- Conduct botanical surveys in wildlands on public and private lands; occasional overnight travel will be required.
- Lead field excursions with volunteers and staff, serving as leader and botanical expert for these trips.
- Assist in developing seed acquisition targets, using online databases and mapping programs to target specific plants for collection.
- Collect seeds in the field, regeneration beds and in gardens and gather accompanying scientific data.
- Process/clean seed accessions for various purposes (nursery production, conservation seed bank, retail offerings.)
- Assist the Horticulture Department in botanical record keeping.
- Apply ethical conservation collection protocols for all field collections.
- Assist Seed Program Manager in preparing reports to partners for field activities.
- Educate public through informal and formal channels including teaching adult education courses and/or professional workshops relating to botany and seed conservation.
- Assist nursery department during sales and other special events as needed.

KNOWLEDGE, SKILLS & ABILITIES

- California native plant identification including grasses, shrubs, annuals, perennials, ferns, and trees.
- Familiarity with dichotomous keys, biodiversity databases, field guides and other methods of identifying plants during all stages of their development.
- Ability to evaluate and determine seed ripeness, ability to learn and determine efficient seed processing techniques.

- Ability to walk, bend, lift, carry and push up to 50 lbs. of material on uneven terrain in strenuous conditions and ability to stand for long periods of time.
- Ability to hike distances of up to 10 miles per day in order to reach remote plant populations.
- Awareness of safety protocols for remote field work.
- Valid CA Driver's License, and experience and willingness to drive on 4WD roads.
- Some experience with mapping technology (GPS units, Avenza, GIS, Google Earth, etc.) for planning, collecting field data and reporting on field projects.
- Manual dexterity, hand-eye coordination, and ability to do repetitive motions/actions on a regular basis.
- Ability to work outside in variable conditions (heat, cold, rain, wind, etc.)
- Ability to effectively communicate with supervisor.
- Ability to work independently and in teams.
- Attention to detail, ability to multitask and stay organized.

Ideally, candidates will have experience and knowledge relating to all of the main areas of knowledge listed (botany, seed conservation, remote field work.) We do encourage candidates with a subset of these skills to apply, and are willing to teach the right person with gaps in their experience. Review of applications will begin immediately, and we seek to fill this position as soon as possible.

BENEFITS

- Sick time
- Staff discount

Schedule: 24 hrs. per week

Pay Rate: \$23.00/hr

TO APPLY

Send cover letter, resume, and references to jobs@theodorepayne.org with the subject heading of **Botanical Technician**

THEODORE PAYNE FOUNDATION

The Theodore Payne Foundation is a non-profit nursery and educational organization that promotes the understanding and use of California native plants. Located on 22 acres of canyon land in the Sun Valley neighborhood of Los Angeles, TPF operates the region's largest California native plant retail nursery and seed store, alongside a gift shop featuring a curated selection of books, native plant themed clothing and merchandise. In addition to its retail offerings, the TPF headquarters property maintains display gardens, production fields, natural areas, and indoor and outdoor classroom spaces. TPF offers a wide range of classes, events, and outreach programs across the region, all focused on making the landscape of Southern California more sustainable and biodiverse. For more information, visit theodorepayne.org.

TPF is an Equal Opportunity Employer and all activities are conducted without discrimination based on race, color, genetics, religion, gender, gender identity or expression, sexual orientation, national origin, disability, age, or status as a protected veteran. TPF is also committed to compliance with all fair employment practices regarding citizenship and immigration status.