

Volunteer Opportunity

7-31-22, Volunteer Grounds Manager, Rubel Castle, Glendora Historical Society, Glendora, 11-30-22 deadline

Job Title

Volunteer Grounds Manager

Agency

Rubel Castle, Glendora Historical Society

Location

844 N. Live Oak Avenue, Glendora 91741

Pay Rate

Volunteer

Responsibilities

- Maintain and coordinate the care of Grounds and Garden for 2-acre Rubel Castle Historic District which is listed on the National Registrar of Historic Places.
- Serve on Castle Conservation Committee (C.C.C. – meets once a month) to advise on tree maintenance issues, pruning schedule, and annual budgets.
- Work with ISA Certified Arborists and Tree Risk Certified Arborists to gather recommendations for tree pruning schedule, solicit quotes for pruning, access tree maintenance safety issues, and relay pertinent information to C.C.C.
- Liaise between Castle volunteers, residents, and neighbors in order to address tree maintenance issues and communicate scheduled tree work in a timely manner.
- Conduct research in accordance with best practices in Arboriculture and Horticulture; and contribute information to Landscape Maintenance Manual.
- Works with Vice President of Castle and Grounds Keeper, giving guidance on application of landscape maintenance.
- Works with Garden Coordinator to execute large grounds projects

Required Knowledge, Skills and Abilities

- Education in Arboriculture and/or Horticulture.
- A willingness to take initiative and conduct research and/or speak with multiple certified arborists to solicit advice.

Application Mode

Please email amy.wolkins@gmail.com with subject line "Grounds Manager Rubel Castle"

Application Deadline

11/30/22

Contact for further information

Amy Wolkins, amy.wolkins@gmail.com