

### Organization Description

The Indianapolis Cultural Trail: A Legacy of Gene and Marilyn Glick is an internationally recognized linear park that seamlessly connects cultural districts, neighborhoods and destinations while also serving as downtown hub for the city's greenway network. The Indianapolis Cultural Trail includes 5 acres of lush gardens, a vibrant art and culture program and is open and accessible 365 days a year. The Trail has become the way by which most people experience downtown Indianapolis and is managed and operated by Indianapolis Cultural Trail Inc, a 501(c)3 non-profit organization.

Indianapolis Cultural Trail Inc (ICT) is a team of motivated and enthusiastic individuals that take great pride in what we do with and for the community. We have a flexible work environment and encourage big ideas and creative thinking. We work with volunteers and community partners to help carry out our mission and are grateful for generous contributions from donors to ensure the Trail is beautiful and accessible for everyone.

### Internship Description

This 12 week, hourly, internship will be a part of the operations team, which is responsible for maintaining the physical assets of The Trail. The intern will assist with maintaining the 5+ acres of gardens along the 8 miles of The Indianapolis Cultural Trail.

Reports to: Director of Horticulture and Landscape

### Work Environment

After an initial training period, it is anticipated that the intern will work independently on daily and long term projects. Work will be predominantly outdoors and physical in nature. Work needs to be completed in a professional and friendly manner as the person in this role is often the face of the organization to many people who use the Cultural Trail. Work is done with a variety of mobility options including bicycles, e-bikes, pickups and UTVs. The typical work week is Monday through Friday during normal business hours, with up to 1-2 weekends of work.

At the conclusion of the internship, the intern will have:

- Indiana Registered Technician Applicators license
- Work experience maintaining public gardens in a high profile urban setting
- Working knowledge or drip tube irrigation systems
- Experience acting as an ambassador for the organization
- Engaged with volunteers
- Learned best practices for urban garden management
- Become confident problem solving and prioritizing tasks
- Basic knowledge of tree pruning

### Primary Responsibilities

- Complete routine garden tasks such as; weeding, planting, pruning, watering, drip irrigation repairs, dividing, cutbacks and mulching, etc.
- Lead at least 1 group of volunteers
- Serve as Indianapolis Cultural Trail ambassador while working through positive interactions with Trail users
- Other duties as assigned

Requirements

- Experience, academic or practical, with horticulture, landscaping, grounds maintenance or a related field
- Plant species cultivation and identification knowledge
- Self-motivated with a positive attitude
- Comfortable working amongst, and interacting with, the general public

Abilities

- Strong interpersonal skills; ability to build rapport with strangers
- Work outside in variable weather conditions
- Perform work independently and prioritize projects
- Flexible, collaborative and adapt in a fast paced and public environment
- Able to stand, crouch, kneel and walk for extended periods of time
- Able to ride a bike

Compensation

\$17/hour

Benefits

Free Pacers Bikeshare Membership  
Flexible work environment  
Workwear stipend

To Apply

Qualified applicants should send resume and letter of interest to:

Horticulture Internship  
Indianapolis Cultural Trail, Inc  
132 W. Walnut Street  
Indianapolis IN 46204  
[jobs@indyculturaltrail.org](mailto:jobs@indyculturaltrail.org)

If submitting via email, please list "Horticulture Internship" in the subject line. **Applications will be accepted through Feb 22, 2023** or until the position is filled.

Indianapolis Cultural Trail Inc is committed to diversity among our staff and is an equal opportunity employer. ICT participates in E-Verify. Offers of employment are contingent upon a background check including the sexual offender registry as ICT employees regularly engage with the public.

Diversity Commitment

Indianapolis Cultural Trail Inc is committed to diversity among our staff and is an equal opportunity employer. It is our policy to recruit, hire, train, promote and administer any and all personnel without regard to sex, race, age, color, creed, national origin, religion, economic status, sexual orientation, gender identity or expression, physical disability, or any other legally protected basis.