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 gardening duties, 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 60-acre garden was established 14 years ago and includes a vegetable garden, formal garden, green roof, pond gardens, formal shrub borders, muscadine vineyard, greenhouse/nursery and much more.

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 2016.

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

Compensation and incentives: On-site housing in a cottage with satellite TV and Wi-Fi, receiving a taxable stipend of $1800 per month. Work exchanges will be arranged with local gardens like Pearl Fryar Topiary Garden, JC Raulston Arboretum, Riverbanks Zoo & Botanical Garden and Brookgreen Gardens. A paid, out of state field trip is planned to provide experience of 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
Education Coordinator
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.