



## **Seasonal Native Landscaping Associate (Part-Time)**

### **General Description:**

Save the Dunes Conservation Fund, Inc. (Save the Dunes) is a non-profit conservation organization located in Michigan City, Indiana, serving the three counties of Northwest Indiana. For more than 70 years, Save the Dunes has protected and advocated for the Indiana dunes, Lake Michigan, and surrounding natural areas. As the nonprofit partner of Indiana Dunes National Park, our work spans Conservation, Advocacy, and Community Engagement to address ongoing and emerging threats to these globally significant landscapes.

Our team is seeking a part-time seasonal Native Landscaping Associate to support the maintenance of our native pollinator garden located at our headquarters in Michigan City. This position will also help implement outdoor elements of our Barker House Master Plan, and support our staff on community outreach on native plants. This position reports directly to the Manager of Communications & Community Engagement.

### **Responsibilities:**

- Help maintain the native pollinator garden on the Barker House property, including weeding, watering, transplanting, and other general garden maintenance
- Assist with design layouts and implementation of new native garden beds
- Assist staff in invasive species removal on the Barker House property
- Photograph native and invasive plants for community education
- Attend community events with team members to engage with residents and promote native plants
- Assist team members with garden programs held at the Barker House property
- Other relevant tasks as assigned by the Manager of Communications & Community Engagement

### **Compensation:**

- \$16.60/hr, maximum of 300 hours between April and September 2026 (Approx. 10-15 hrs per week. Hours per week and work schedule will be determined between applicant and supervisor)

### **Education and Experience:**

- Working knowledge of native plants, plant care requirements, and garden stewardship required
- Formal and/or lived experience in horticulture, botany, landscape architecture, or related fields
- Current pursuit of a degree in environmental science or a related field preferred, but not required



**Knowledge, Skills, and Abilities:**

- Interest in native plants, gardening, and community engagement on native gardening
- Demonstrated gardening skills, including knowledge of plant care, planting techniques, weeding, mulching, watering, and safe use of hand tools
- Ability to interact professionally and positively with visitors, volunteers, and Save the Dunes team members
- Basic understanding of Indiana Dunes ecology and regional environmental challenges preferred
- Demonstrated awareness of and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations

**Working Conditions and Physical Demands:**

- This is an in-person, part-time position requiring appx 10-15 hours per week between April-September 2026
- This position will require lifting 20+lb, kneeling, squatting, bending, and sitting on dirt and mulch surfaces
- Ability to work outside for extended periods in various weather conditions

**Additional Requirements:**

- Access to a vehicle or reliable transportation. Valid Driver's license with a good driving record is desirable
- Access to a computer and internet access required
- In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Save the Dunes will be based on merit, qualifications, and abilities. Save the Dunes does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, veteran status, or any other characteristic protected by law

*Save the Dunes is committed to an environment that is inclusive and welcoming. We celebrate the diverse qualities, perspectives, values, and experiences of all people.*

Email resume and cover letter no later than March 29th, at 11:59pm Central Time to [em@savedunes.org](mailto:em@savedunes.org). Please use the subject line "Native Landscaping Associate Application".