Delaware Center for Horticulture

Position: Ecological Greening Coordinator
Schedule: M-F and occasional weekends and events
Type: Full-time, *exempt*
Start: March 31, 2026

Mission

The Delaware Center for Horticulture inspires individuals and communities through the power of plants. Since 1977, we have cultivated a greener community by creating and maintaining the first Urban Farm in the city of Wilmington, beautifying public landscapes, planting and advising on the placement of urban trees, mobilizing volunteers, and hosting community events and educational programs, including our Branches to Chances® Return to Work program and our Neighborhood Tree Steward Program. Because much of our work occurs in low-income neighborhoods with higher rates of disease, environmental contamination, and poor access to healthy foods, our educational efforts also emphasize the personal health and sustainability benefits of gardening.

Position Summary

The Ecological Greening Coordinator is a full-time, exempt position reporting to the Ecological Greening Manager. They will work with the Community Forest Manager, Ecological Greening Manager, and the Urban Agriculture Manager in a variety of greening projects and programs held at DCH sites, public parks, and in the community. A successful candidate will have direct experience in working in urban greening projects, including tree care, gardening, as well as a familiarity with the DCH mission. The candidate is people oriented with a strong sense of community equity and belonging. The Ecological Greening Coordinator position is based at the DCH offices in Wilmington. Some weekend and evening work is required on occasion.

Essential Duties and Responsibilities

- Support the Community Forester in planning and implementing tree planting and stewardship events with staff, volunteers, and community partners.
- Assist with the maintenance and care of DCH greening sites, including watering, weeding, plant care, and operating the water truck as needed.
- Mapping, tracking and maintaining data on tree plantings/stewardship, site usage, preferably in GIS
- In collaboration with program staff, identify and facilitate hands-on experiential learning opportunities for participants in DCH's Branches to Chances and Conservation Corps workforce development programs.
- Assist with the planning and coordination of planting and greening activities at DCH sites, public parks, and community spaces.
- Build and maintain relationships with community organizations and partners to support participation in DCH greening initiatives.
- Participate in DCH events and programs as needed.
- Other duties as assigned.

Sources of Collaboration

Works closely with the Ecological Landscapes Greening Manager, Urban Ag Manager, Community Forrester, Education Coordinator, BtC and Climate Corps trainees, and summer interns.

Qualifications and Experience

- Bachelor's degree in environmental science, horticulture, urban planning or related field, or equivalent combination of education and experience in gardening/horticulture.
- Valid driver's license
- Proficiency in Microsoft Office Suite
- Experience working with diverse volunteers and/or seasonal staff and/or interns;
- Experience in planning and executing educational opportunities in nature-based education programs.

Work Environment and Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- The employee frequently is required to sit and reach and must be able to move around the work environment.
- The employee must occasionally lift and/or move up to 50 pounds and be able to carry, move and set up necessary supplies and equipment.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust.

Salary and Compensation

$44,000 - $48,000/year commensurate with experience and qualifications. DCH offers a competitive benefits package including health, vision, dental, and supplemental insurance, paid time off, and retirement benefits.

Equal Opportunity

DCH considers candidates for all positions on the basis of qualifications and without regard to race, color, religion, gender, national origin, genetic information, age, physical or mental disability, sexual orientation, marital status, or status as a disabled veteran or other protect classification and in accordance with applicable federal, state, and local laws.

DCH reserves the right to change this job description as conditions change.

Employee Signature	Date
Supervisor Signature	Date