MADISON HOUSE AUTISM FOUNDATION

MADISON FIELDS
A MADISON HOUSE AUTISM FOUNDATION PROJECT

Farm Groundskeeper & Gardener
Job Description

Background:

Founded in 2008, **Madison House Autism Foundation**'s mission is to promote, model and advocate for the full inclusion of adults with autism and their families in the life of our communities, and to expand choice and opportunity in housing, employment, and social participation.

Located in Montgomery County's Agricultural Reserve, **Madison Fields** is a 265-acre working farm and community campus that offers job readiness and skills training for adults with autism and other intellectual and developmental disabilities(A/I/DD). It also serves the greater community by providing agricultural education, diverse indoor and outdoor spaces for personal or corporate events, and individual and group volunteer opportunities to support our mission.

Position Summary:

Under the supervision of the Farm Groundskeeping & Maintenance Manager, the Farm Groundskeeper & Gardener performs gardening, landscaping, and groundskeeping tasks to ensure safe, productive, and attractive outdoor spaces.

Duties:

Groundskeeping & Gardening

- Perform and oversee routine landscape and gardening maintenance, including:
  - planting, watering, weeding, mulching, and pruning
  - soil preparation, composting, and seasonal planting
  - maintaining garden beds, pathways, and outdoor spaces
- Support upkeep of aesthetically appealing and functional garden areas used for programming and events.
- Assist with seasonal tasks such as planting schedules, harvests, and garden transitions.
- Track and manage inventory of gardening tools, supplies, and materials (e.g., soil, seeds, plants, fertilizers, PPE).
- Maintain appropriate stock levels and support procurement of supplies.
- Ensure proper storage and labeling of materials.
- Support sustainable practices, including composting and reuse where appropriate.

Operations & Collaboration

- Support preparation of garden areas for events, volunteer days, and program activities.
- Assist in coordinating volunteer engagement in gardening tasks.
- Participate in meetings, planning sessions, and continuous improvement efforts.
- Contribute ideas for expanding gardening activities or programming.

Vocational Training & Instruction

- Support job training staff in training and coaching autistic adults in:
  - basic gardening and horticulture techniques.
  - safe and effective use of gardening tools and equipment.
  - plant care, maintenance routines, and environmental awareness.

Required Qualifications:

- High school diploma or equivalent; relevant training or coursework in horticulture, landscaping, agriculture, or a related field is a plus.
- Minimum 1-3 years of experience in gardening, landscaping, horticulture, or groundskeeping.
- Demonstrated ability to safely use landscaping and gardening tools and equipment.
- Ability to work outdoors in varying weather conditions and perform physical tasks (lifting up to 50 lbs., bending, standing, walking).
- Strong organizational skills, including managing tools and materials.
- Strong interpersonal and communication skills.
- Patience, reliability, and a supportive, team-oriented approach.

Preferred Qualifications:

- Experience in a farm-based, nonprofit, or social enterprise setting.
- Knowledge of sustainable or organic gardening practices.
- Experience coordinating volunteers or group activities.
- Experience working with adults with A/I/DD.
- Veterans and transitioning service members are strongly encouraged to apply.
- Second language proficiency (e.g., Spanish, Chinese, Korean, etc.).
- CPR/First Aid certification.

Location: Dickerson, MD

Employment Type: Full-time (40 hours per week)

Salary Range: $48,700-$53,700

Actual base salary may vary based on, but not be limited to, relevant experience and base salary of internal peers.

Benefits: Health insurance, retirement savings plan, paid holidays, vacation days, and wellness days.

Send resume and cover letter to: jobs@madisonhouseautism.org