

September 23, 2010

Searching for: Caretaker/Gardener

Wyckoff Farmhouse Museum

JOB DESCRIPTION

Gardener and Caretaker for New York City's Oldest House

Mature, organized, self-motivated individual sought for full-time, live-in position.

QUALIFICATIONS

College degree with 2-3 years gardening experience; interest in historical preservation and landscape studies; strong interpersonal skills, public speaking experience; demonstrated experience with household repairs and strong organizational skills.

RESPONSIBILITIES

1. Full-time residence on-site (rent-free studio apartment – no pets).
2. Liaison with Historic House Trust of NYC and Parks Department, Police & Fire Departments.
3. Maintenance of 358 year old historic house in the Flatlands of Brooklyn, including routine weekly and seasonal interior and exterior cleaning. Oversight of security and fire alarm systems.
4. Maintenance and cultivation of 1 ½ acre house grounds including:
 - a. Community Demonstration Garden
 - b. House Kitchen and Herb Garden
 - c. Seasonal needs such as snow and leaf removal
5. Work with Education Director to integrate historic education program with agricultural educational program.
6. Develop programs to explore sustainability, urban ecology of present day Brooklyn and its Colonial farms.
7. Assist with Museum tours, programs, events and other operations as necessary.
8. Act as Wyckoff representative at neighborhood block association meetings, and Parks Committee.

Compensation

Free housing and utilities included; and additional annual stipend and benefits.

Please respond with resume, contact information for 3 references (including 2 work related) and a cover letter describing your interest to:

Caretaker Search Committee
Wyckoff House & Association, Inc.
Wyckoff Farmhouse Museum
5816 Clarendon Road
Brooklyn, NY 11203
718-629-5400