

|  |
| --- |
| **Work Study – Horticulture Program Assistant** |
|  |  |
| **Campus:** | Americus |
|  |  |
| **Job Responsibilities** | The Horticulture Program Assistant is responsible for hands-on work with plants, gardens, and landscaping. Key responsibilities include planting, maintaining, and caring for various plant species, as well as assisting with research and special events when needed. Additional tasks involve maintaining garden beds, soil, and pathways; ensuring that the garden is clean and safe; watering plants; and handling housekeeping for the greenhouse and grounds. The position requires the ability to lift up to 25 pounds and perform equipment maintenance. Other duties may be assigned as necessary. |
|  |  |
| **Requirements:** | * Must be enrolled in the **Fall Semester 2025** and enrolled in at least six (6) credit hours.
* Must be approved for **Federal Student Aid for the 2025-2026** award years.
* Must be eligible to participate in the Federal Work Study program.
* Must be making satisfactory academic progress.
* Must complete background check and/or credit check if applicable.
* Must complete State of Georgia employment paperwork from the Human Resources Office if hired.
* Paperwork *must* be completed *before* the student starts work.
 |
|  |  |
| **Application Link:** | <https://www.easyhrweb.com/JC_SouthGATech/joblisting/joblistings.aspx>  |
|  |  |
| **Background Requirements** | Candidates must pass a criminal background check |
|  |  |
| **Compensation:** | The hourly rate for this position will be $10.00. |
|  |  |
| **Hours:** | The individual may work up to a maximum of 20 hours per week, depending upon his/her FWS eligibility. Working hours will be flexible to accommodate the class schedule. Generally, two hours per day, 4-5 days a week. No more than 225 hours per semester. |
|  |  |
| **Reports to:** | Assigned Instructor  |
|  |  |
| **Application Deadline:** | Until filled |
|  |  |
| **Application Instructions:** | Please complete our **SGTC Application** on our website [**www.southgatech.edu**](http://www.southgatech.edu) access this by clicking on the link **Careers @ SGTC**. For further assistance, call the **Human Resources Office** at (229) 931-2454 or (229) 931-2450 or email Erika.Carrillo@southgatech.edu or Suzanne.Singletary@southgatech.edu.  |
|  |  |
| **Notices:** | Pursuant to college policy, a thorough background investigation, including a criminal history check, shall be conducted on all candidates prior to being hired for any position with SGTC. |
|  |
| Position Number: |  | Job Code: |  |