

## ADVERT

### **Horticulturist (60% FTE)** National Botanic Garden of Wales

We have an opportunity for a keen horticulturist with enthusiasm and genuine ability to become part of our skilled and committed team. This is a unique opportunity to work with the diverse plant collection at the National Botanic Garden of Wales and gain new knowledge and skills.

Already a capable and qualified horticulturist, you will display a keen interest in botanical horticulture. You will also be well organised and capable of working to a high level of individual responsibility with minimal supervision. Working in a team is an important part of the role, so you need to be cooperative and be able to show good communication skills. Accuracy in maintaining plant records and an understanding of the role of botanic gardens are also important. Possession of PA1 and PA6 pesticide application certificates and fluency in written and spoken Welsh would be beneficial.

#### **Position details**

This is a permanent position starting from the soonest date which can be arranged. Hours of work are 22.5 per week, typical working hours are from 8 am to 4 pm. Weekend work is expected on a rota basis. The salary is £15,871.00 per annum. (Pro rata to 60% of a Full Time Equivalent FTE)

Informal enquiries are welcome and should be directed to Will Ritchie, Curator of Horticulture at [will.ritchie@gardenofwales.org.uk](mailto:will.ritchie@gardenofwales.org.uk).

#### **How to apply**

Applications consisting of a current CV and covering letter, clearly explaining how you meet the criteria and what benefits you could bring to the Garden, together with **full contact details of two referees**, should be sent by email to Charlotte Lumby, HR Officer at [charlotte.lumby@gardenofwales.org.uk](mailto:charlotte.lumby@gardenofwales.org.uk).

#### **Timescale**

The closing date for applications is 4 August 2017, and it is intended that interviews will take place on 18 August 2017.

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## National Botanic Garden of Wales Job Description

<b>Job Title</b>	Horticulturist
<b>Department</b>	Horticulture
<b>Reports to</b>	Senior Horticulturist
<b>Responsible for</b>	Learners and volunteers

### **Purpose of the role**

Work as a member of the horticulture team in the Garden to actively contribute to the day-to-day maintenance and improvement of the horticultural resources, displays and initiatives supporting the Garden's core missions.

Key duties and responsibilities:

It is expected that all members of the horticulture team will work consistently and responsibly, both individually and as team members, to develop the plant collections and increasing their own levels of skill and competence. This will include, but not be limited to the following:

1. Carry out all horticultural tasks necessary to maintain and improve the plant collection.
2. Plan and prioritise horticultural tasks.
3. Maintain accurate plant records and labelling where appropriate.
4. Undertake day-to-day supervision and work planning for learners and volunteers.
5. Present the Garden to the visiting public and help enhance their understanding and enjoyment by answering questions and by giving talks and tours.
6. Participate actively in researching the plants in the collection and their cultural requirements.
7. Assist in the planning and development of the plant collection.
8. Take responsibility for your own working practices in relation to proper consideration of health and safety protocols.
9. Attend and participate actively in workshops, meetings and training sessions.
10. Contribute to and participate in arrangements for Garden events, activities, shows, demonstrations and public outreach.

## Person specification

Specified below are the criteria considered necessary to fulfil the role. This information is made openly available to applicants and will form the basis for the selection and recruitment process. Only those applicants who meet these criteria adequately will be considered.

Criteria candidates are expected to evidence:	
<i>Essential Criteria</i>	
1	Credit and Qualification Framework for Wales Level Two qualification in horticulture or equivalent.
2	Evidence of competence, skill, and interest in the maintenance of plant collections for scientific research, conservation, display and education.
3	Proven organisational ability and keen attention to detail, capable of working to a high level of individual responsibility and accountability with minimal supervision.
4	Ability to work as a member of a team, covering for others, and working effectively and co-operatively.
5	Excellent communication skills: oral, written and interpersonal with a developed sense of customer focus.
6	The physical capacity to undertake strenuous physical tasks.
7	The ability to maintain accurate plant records and labelling where appropriate.
8	The ability to supervise learners and volunteers.
9	Evidence of day-to-day knowledge of safe working practices in relation to horticultural operations and activities.
<i>Desirable Criteria</i>	
10	NPTC Level Two Award in the Safe Use Of Pesticides (PA1 and PA6) or equivalent.
11	Fluency in written and spoken Welsh.