

ADVERT

Horticulturist (Parental Leave Cover)

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 for a fixed period of 3 months. This is a unique opportunity to work with the diverse plant collection at the National Botanic Garden of Wales ('the Garden') and gain new knowledge and skills.

Already a capable and qualified horticulturist, you will display a keen interest in 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 extremely important part of this role, so you will be cooperative and be able to show good communication skills. Accuracy in maintaining plant records, together with a good working knowledge of safe working practices in horticulture are also important. Possession of PA1 and PA6 pesticide application certificates and fluency in written and spoken Welsh would be beneficial. It will also be valuable if you can demonstrate a genuine interest in the role of botanic gardens.

Position details

This is a 3 month fixed term position starting from the soonest date which can be arranged. Hours of work are 37.5 per week, working from 8am to 4pm. Weekend work is expected on a rota basis. The salary is £15,484.00 per annum.

Informal enquiries are welcome and should be directed to Will Ritchie, Curator at 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.

Timescale

The closing date for applications is Fri 17th March 2017, and it is intended that interviews will take place on Wed 22nd March 2017.



**National Botanic Garden of Wales
Gardd Fotaneg Genedlaethol Cymru
Job Description**

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|------------------------|-----------------------|
| Job Title | Horticulturist |
| Department | Horticulture |
| Reports to | Senior Horticulturist |
| Responsible for | No other |

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, contributing to the overall responsibilities of horticulture in the Garden, developing ideas and improvements 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 horticultural trainees, apprentices 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 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 recruitment and selection process. Only those applicants who meet these criteria adequately will be considered.

| | Criteria and evidence candidates are expected to evidence: |
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| | Essential Criteria |
| 1 | A diploma, NVQ level three or equivalent qualification in horticulture |
| 2 | Evidence of competence, skill, and interest in 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 volunteers, trainees and apprentices. |
| 9 | Evidence of day-to-day knowledge of safe working practices in relation to horticultural operations and activities |
| | Desirable Criteria |
| 10 | The possession of PA1 and PA6 certificates relating to the use of chemicals |
| 12 | Fluency in written and spoken Welsh |