



## Reed's School Job Description

### GARDENER

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

#### Purpose of the Role:

The School is set in 40 acres with extensive sporting facilities. The purpose of the role will be to assist the Head Gardener with the maintenance and development of our grounds. This will include general maintenance of gardens, planters and planting beds across the School and staff housing. The role holder will primarily work in five acres of garden areas, however, will be required to work across the school site as needed by the school.

The role-holder will report to the Head Gardener in the first instance and the Head Grounds-person in the absence of the Gardener.

Both full-time and part-time applications will be considered.

#### Main Duties and Responsibilities:

- Maintain the planting beds, tubs, planters, troughs and hanging baskets to the school estate to include planting, pruning, mowing, weeding and clearing, strimming and edging.
- Prepare and plant new beds, tubs, planters, troughs and hanging baskets as required.
- Assist in the development, planning and design of garden areas.
- Hedge cutting as directed.
- Maintain knowledge and be competent in the use of hand mowers, strimmer's, hedge cutters and blowers. Training will be provided.
- The maintenance and mowing of lawns and grassed areas.
- Have an awareness of the requirements under the Health and Safety at Work Act 1984. Wear and use personal protective equipment and safety devices that are provided by management for your protection. Carry out risk assessment and follow Safe Systems of Work.

## Reed's School Job Description

### GARDENER

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	<ul style="list-style-type: none"> <li>• Assist in the maintenance and repair of all Gardens Department plant, machinery and equipment as appropriate.</li> <li>• Undertake such other comparable duties as the Head Gardener, Head Groundsperson or Operations Director may require from time to time.</li> <li>• Promote and safeguard the welfare of children and young people for whom you are responsible and with whom you come into contact.</li> </ul>
--	--

## Reed's School Person Specification

### GARDENER

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	Essential	Desirable
<b>Experience</b>	<ul style="list-style-type: none"> <li>• A minimum of 2 years' experience working within gardens.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a School environment.</li> <li>• Previous experience of working within a similar horticultural role and/or demonstrable ability to create and maintain gardens to a high standard.</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Good level of horticultural knowledge.</li> <li>• Basic knowledge of health and safety procedures.</li> <li>• Creative with an eye for detail.</li> </ul>	<ul style="list-style-type: none"> <li>• NVQ Level 2 in Horticulture.</li> </ul>
<b>Personal Competencies and Qualities</b>	<ul style="list-style-type: none"> <li>• Pro-active, 'can do' approach.</li> <li>• Ability to work as part of a team.</li> <li>• Flexible in prioritising work; open to change.</li> </ul>	