

Job title: Senior Gardener & Job Coach

Based AT: All sites dependant on working pattern

Accountable to: Head of Gardening contracts Manager

Hours of Work: Full time 37.5 hours per week. (The post will require some evening and weekend work as and when necessary)

Your usual hours will be from 8am to 4pm. However, you will be expected to work as and when is necessary to meet the needs of the team and your targets.

Your job will involve travel to sites within the Hertfordshire, Buckinghamshire areas

Part time hours or job share would be considered.

Job Purpose:

- Organise and schedule planned landscaping and grounds maintenance work in a timely manner.
- Carry out a range of hard and soft landscape construction, grounds maintenance, and countryside management operations to a high professional standard.
- Assist with the provision of landscaping and grounds maintenance project costings and quotations.
- Attend site meetings prior to works.
- Mentor apprentice Gardener/s
- Lead and develop team of trainees who want to gain practical work experience.
- To carry out all duties in a satisfactory manner and in accordance with horticultural best practice, SRT's values, principles, aims and objectives.
- Maintain SRT Tools/ work vehicle daily
- To work within health and safety requirements, environmental protection, policies, bio security procedures, and guidelines.

Main Tasks/Duties and Responsibilities:

Day to day responsibilities

- Follow/Plan/Organise daily, weekly, monthly schedule of work activities, ensuring contracts/ projects are fulfilled to a high standard.
- Report to Head of Gardening Contracts Manager
- Ensure materials and hired in equipment are ordered in a timely manner and available for the start of each operation.
- Manage apprentice Gardener/s
- Manage, develop, and instruct a small works team to undertake a range of landscaping and horticultural activities both within SRT sites and primarily for clients on external contract projects.
- Manage the performance of cyclic garden maintenance contracts.

- Carrying out tasks in accordance with contract/agreed specifications to agreed time limits.
- To provide timely professional advice relating to all aspects of horticultural practice.
- To be competent at pest and disease identification and management.
- Undertake watering duties as and when required.
- Carry out general garden carpentry such as assembling and maintaining furniture and small garden building.
- Liaise with SRT site horticultural teams to assist with on-site jobs as and when they are required.
- Maintain accurate records/documentation associated with your work
- Immediately report problems/failures that may impact on SRT and/or its visitors, clients/customers to Line manager
- Meet your targets and contribute to those of the team as a whole
- Contribute towards the smooth running of the team

From time to time, you may be expected to be part of special projects as are reasonably required of your job role.

Duties:

As a Sunnyside team member, you will be expected to perform your duties in a cooperative and proactive way, to maintain, promote, and develop the aims of our organisation and its community interests to the best of your ability.

You will carry out your duties, having consideration for the needs of your colleagues the organisation and its clients/customers.

Management / Supervisory responsibilities

People who report to you

You will have responsibility for a small team who will comprise of a mix of professional staff, Sunnyside trainees, and on occasion volunteers and work trainees.

The team under your direction will be developing landscape and horticultural skills and experience, in the undertaking of paid contract work projects your role will be to support and direct the team as per the work that is being undertaken.

Tools Vehicles PPE and Equipment

You are responsible for the safe use, maintenance and security of tools, vehicles and equipment provided, whilst it is under your control. These items must be used and managed in accordance with industry best practice, operating procedures and health and safety requirements. All personal protective equipment will be properly used maintained and deployed.

Qualifications and Experience

- Track record of managing or working in successful Horticulture, landscaping or Grounds maintenance, business delivering contracted work.
- Have a relevant level 2 qualification or similar e.g., NVQ2 in Horticulture, RHS general certificate at level 1-2, or City and Guilds Horticulture. Hold a NPTC recognised Chainsaw Licence (minimum groundwork and crosscutting), NPTC Pa1 Pa6 pesticides licence (willing to undertake necessary training)
- Requisite knowledge of the tools, equipment, and materials common to the trade, plus experience using and maintaining powered garden machinery.
- Practical knowledge of plants their use and cultural requirements.
- Demonstrate knowledge of applicable codes, standards, and regulations for this role

Personal Qualities

- Be able to share knowledge
- Be friendly and approachable
- Understand and deliver good customer service
- Good attention to detail
- Demonstrate good time management and project management skills
- Share passion and commitment to creating opportunities for our trainees
- Full driving licence

Special Working Conditions

You may be expected to work in accordance with the organisation's overtime policies.

The nature of your role will require you to travel within the area that your team covers. However, from time to time you may be expected to travel outside that area as the job role, personal training, and client needs require.