



JOB DESCRIPTION

Job Title:	Deputy Head Gardener
Responsible To:	Head Gardener
Place of Work:	Christ's College, Cambridge and all property owned by the College in and around Cambridge
Salary Range:	Points 31-34 on the University's single salary spine point chart
Hours:	Full time, 36.5 hours per week. Flexibility required as work outside of these hours may be required from time to time.
Holidays:	33 days annual leave (including public holidays)
Pension Scheme:	The College offers membership of a contributory pension scheme. Subject to your age and earnings level, you may be eligible for auto-enrolment into the scheme and you have the right to opt in at any time.

Job Summary

The person appointed will work as part of a small, friendly team of gardeners responsible for the upkeep and maintenance of the College's formal gardens and grounds under the overall supervision of the Head Gardener. The purpose of the job is to assist the Head Gardener in helping to ensure the highest possible standards and to develop excellence in horticulture at the College.

Key Responsibilities

- Take overall responsibility for the Department in the Head Gardener's absence;
- Oversee the other gardeners, trainees and volunteers, giving advice and training as required;
- Liaise with staff from other College Departments as necessary, and build contacts amongst the College garden community to exchange ideas on best practice;
- Together with the Head Gardener, take responsibility for the maintenance of the outdoor swimming pool and surrounding area;

- Maintenance and cutting of lawns and grassed areas to the highest standard;
- Maintenance, cutting and training hedges and shrub borders;
- Maintenance of herbaceous borders, including digging, staking, pruning and replanting as required;
- Minor arboriculture activities, which may include working from a ladder or a platform;
- Greenhouse and nursery practice, including seed sowing, watering, propagation and potting;
- Maintenance of paths, edges and garden features;
- Assist the Head Gardener with the update and review of Health and Safety Risk Assessment and COSHH Risk Assessment as required;
- Keep the Head Gardener informed of equipment breakdowns, malfunctions and progress of assigned tasks and work to deadlines;
- Take responsibility for the proper use, care and storage of tools, machinery and equipment and overseeing their usage by the other gardeners on the team.

The above is not an exhaustive list of duties. The post-holder may be asked to take on different tasks as required, and all employees are expected to work collaboratively to support the overall work of the College.

General Responsibilities

- To take part in the College's appraisal scheme and to undertake training as required.
- To be responsible for your own health and safety in the workplace.
- To fully comply with all the College's policies including equality of opportunity and data protection.
- To undertake any other reasonable request or duties commensurate with your post.

PERSON SPECIFICATION

Criteria	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"> Recognised qualification in horticulture 	<ul style="list-style-type: none"> RHS Level 2 RHS Level 3 Any other relevant qualification that apply to the position will be considered
Experience	<ul style="list-style-type: none"> Experience of working in gardening or horticulture 	<ul style="list-style-type: none"> Commitment to a career in gardening/horticulture
Skills/knowledge and training	<ul style="list-style-type: none"> Very good knowledge of plants, lawns and trees Computer literate Driving Licence B 	<ul style="list-style-type: none"> Knowledge of pesticides and chemicals used in gardening/horticulture Knowledge of garden machinery and its care
Personal attributes	<ul style="list-style-type: none"> Capable of working across the College site and at all outside proprieties, potentially in all weathers Capable of carrying out some tasks that require working at height (i.e. the use of ladders and scaffold towers) Ability to supervise a team and work as part of the team Hardworking, conscientious and reliable 	<ul style="list-style-type: none"> Willingness to take responsibility for all aspects of the role and to demonstrate care and commitment to assisting with the development of horticultural excellence at the College