



Role Profile

Job Title	Gardener/ Herbaceous & Hardy Manager
Position	Permanent
Hours	Full-time 35 hours per week
Holidays	33 days including public holidays
Manager	Head of Plant Collections (HPC)
Location	Chelsea Physic Garden, 66 Royal Hospital Road, London SW3 4HS

1. Equal Opportunities

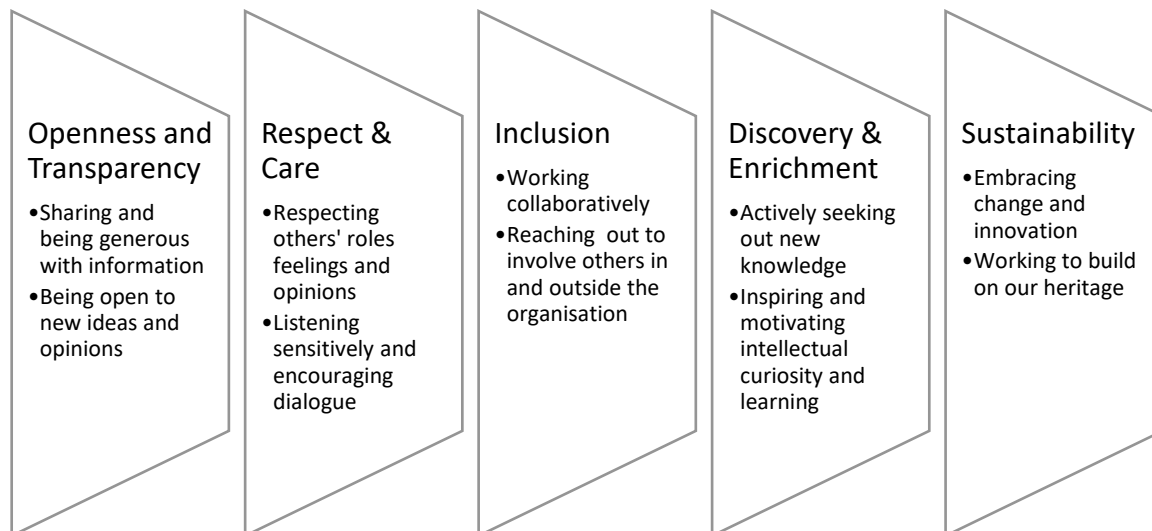
Chelsea Physic Garden is a place for everyone. As an equal opportunities' employer, Chelsea Physic Garden is committed to championing equality, diversity, and inclusion in our workplace. If you are a suitably qualified applicant, we encourage your application whatever your age, disability, gender, gender identity, race, religion or belief, sexual orientation or socio-economic background.

2. About Chelsea Physic Garden

Chelsea Physic Garden (CPG) is an independent charity set up in 1983 to promote and preserve the four-acre garden of the same name. The charity's mission is to demonstrate the medicinal, economic, cultural and environmental importance of plants to the survival and wellbeing of humankind. We are open to visitors six-days a week, eleven months of the year. There has been a teaching Garden on our site since 1673, and today we hope that all our visitors leave inspired, having learnt something new.

3. Our Values

We have a set of five inter linked reinforcing values that support each other



4. About the Role

The Herbaceous & Hardy Manager is responsible for contributing to the overall maintenance, presentation and care of the historic Garden and its collections as well as leading on the presentation, maintenance and sustainability of key areas of the gardens at Chelsea. They will work closely with the HPC to deliver enhancements to the collection, in line with any agreed Garden Management Plan and the Living Collections Conservation Plan (LCCP).

They will work closely with the HPC, the Deputy Head of Plant Collections (DHPC) and other members of the horticultural team, including trainees, interns and volunteers to maintain a high level of horticulture throughout the Garden. They will be responsible for their own volunteers in collaboration with the Volunteer Manager.

They contribute to overall visitor safety and satisfaction.

5. Key areas of responsibility

5.1 Garden Responsibilities:

The Herbaceous & Hardy Manager is responsible for assisting in the maintenance of an intensively cultivated enclosed botanic garden with other members of staff, trainees, interns and volunteers. Tasks include, but are not limited to, mulching, weeding, pruning, planting, feeding, irrigating, pest control, leaf collecting, staking and cutting back of perennials. Maintenance of hard and soft landscaping includes mowing, edging, hedge cutting, weeding paths, compost turning and shredding woody material. They will cultivate and maintain glasshouse collections as required by HPC.

They will contribute to communications including Garden interpretation, safety notices and such other communications or e-communications as required.

5.2 Health & Safety and COSHH

They comply with health and safety and COSHH legislation in collaboration with the HPC and other members of staff. They will review and write Risk Assessments; Method Statements and give toolbox talks commensurate with their role and areas of responsibility.

The postholder should be prepared to act as a first aider, after training, including to visitors.

5.3 Herbaceous & Hardy Display

The Herbaceous & Hardy Manager is a hands-on role delivering excellent horticultural maintenance and displays in the Garden all year round. They will contribute to the development of Garden area management plans, including managing the collection for our changing climate and to enhance biodiversity, carefully balancing sustainability, collections and aesthetics in the Garden. They work to standards and plans agreed with the HPC. They will lead practically on key areas in the Garden which may include, the Dicotyledon beds, Summary bed, Edibles, Useful.

The Herbaceous & Hardy Manager works in collaboration with the managers to support the Annual Seed collection & propagation programme, plant records and plant hardiness trials are completed in line with agreed plans and the LCCP. They communicate all new accessions, deaths, moves or disposals of plant stock within their responsibility to the Plant Records Manager.

5.4 Volunteer and Intern Supervision

The Herbaceous & Hardy Manager leads on the supervision of volunteers assigned to their role, ensuring adequate levels to achieve workplans supported by through working with the Volunteer manager. They provide direction, training and support to ensure that volunteers, trainees and interns are properly supervised to carry out the tasks asked of them, and that they have the skills, tools and proper protective equipment to carry them out. They will seek advice and support from others if necessary. This could be regular volunteers or one off sessions.

5.5 Visitors

The Herbaceous & Hardy Manager ensures that all activity undertaken by them, the horticultural team, any trainees, interns and volunteers are carried out in a way that promotes enjoyment for visitors. They will participate in Garden events as required.

6. Person Specification

Knowledge Skills and Experience	Essential/ Desirable
RHS Level 2 or higher with practical working experience	E
Demonstrable practical horticultural experience at a senior level which including working with an accessioned plant collection	E
Experience of working in a diverse team including trainees, interns and	E

volunteers	
Direct management/supervisory skills of staff and volunteers	E
Good understanding of specialist techniques in the cultivation of a broad range of plants from leading plant supports, pruning, Chelsea chopping, soil management, integrated pest & weed management	E
Strong background of involvement in and understanding of the training and development of future horticulturists.	E
Good, practical knowledge of Health & Safety management in a horticultural setting, including use of machinery such as chippers, mowers, strimmer's	E
PA1 and PA6a Use and Application of Pesticides qualification	E
Working knowledge of Plant Database system	D
First Aid at Work Qualification	D
Motivated by a desire to promote, improve and maintain a large and diverse interpreted collection of plants both within the Garden and Glasshouses	D
A sound understanding of plant pest and disease management	D

7. Competency Framework

We have a set of eight competencies that are common to all employees and within the framework each competency has four levels which relate to the level at which individual roles need to operate. The competency assessment for this role is set out below and more information will be provided to support this assessment.

	Competency	Descriptor	Level for this role
1	Leadership	Setting the pace and behaving with integrity	2
2	People Management	Making clear what you expect and what is to be achieved, enabling and supporting your staff to deliver	1
3	Analysis and use of Evidence	Collecting, analysing and using information and evidence, assessing risk and taking decisions	1
4	Communication	Communicating with colleagues, visitors and stakeholders	2
5	Collaborative Working	Working together with people within and outside of CPG to help us achieve our goals	1
6	Delivering Results	Organising and managing the work to deliver results	2
7	Using and Managing Resources	Using resources cost effectively	1
8	Know How	The knowledge, skills and expertise you need to do your job and help others to do theirs	2

8. Terms and Conditions

The post holder will work an average 35 hours per week over five days. The horticultural team's working hours differ during the summer season (March-August) at 39 hours per week and the winter season (September-February) at 31 hours per week.

The post holder will take part in the roster of weekend working for which time off in lieu is given.

The Garden operates a salary exchange pension scheme currently with Royal London which means that your gross salary is reduced by the amount of pension contribution made by the employer and employee which is then paid directly into your pension. The equivalent contribution rates are 5% employer and 3% employee at the end of the probationary period of three months.