



## **GARDENER**

### **Job Description**

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**ACCOUNTABLE TO:** Head Gardener  
**LOCATION:** Dunvegan Castle and Gardens

#### **SUMMARY OF DUTIES**

This post requires an experienced gardener with common sense and a practical approach in all aspects of horticulture to join the existing team and assist the Head Gardener with the development of this garden of national importance which has just achieved RHS Partner Garden status. A sound knowledge of plants with the ability to operate a wide range of garden plant and machinery is required as well as the desire to undertake physically demanding manual tasks in all weathers throughout the year using his or her own initiative, and working as part of a team.

#### **KEY RESULT AREAS**

- 1 Care and Maintenance of the Garden**
  - a. Assist the Head Gardener to ensure that the vision for Dunvegan Castle gardens is delivered according to the Garden Management Plan.
  - b. Undertake general garden duties consistent with maintaining the high horticultural standards expected by our visitors.
  - c. Be part of the weekend rota of greenhouse and polytunnel watering duties when required.
  - d. Employ best practise when using chemical sprays by adhering to all the current H&S regulations and guidelines.
  - e. Ensure that all areas of the castle garden, car park, holiday cottages gardens, estate office grounds etc. are maintained to a very high standard.
  - f. Ensure that all MacLeod Estate garden vehicles, machinery, equipment and tools are securely stored at the end of each working day.
  - g. Any other tasks as identified by the Head Gardener to ensure the smooth running of the Gardens.
- 2 Customer Care and Communications**
  - a. Be responsible for developing and maintaining the highest standards of customer care and communications throughout all activities relating to this post.

- b. Be responsible for ensuring that the garden is ready for opening to the public in a safe manner and to the standards agreed, at the published opening times.
- c. Foster a good relationship with other MacLeod Estate staff, visitors and the local community, and help to broaden the appeal and enjoyment of the garden as appropriate through, for example, talks, events, open days, and by communication with other staff.
- d. Develop a good understanding of the garden and its management to be able to respond positively to requests for information from our visitors and to be able to attend and contribute to department team meetings.
- e. To undertake group tours of the castle gardens as and when required by the Head Gardener.

### **3 Health and Safety & Security**

- a. Actively promote awareness of, and be responsible for, your own Health and Safety, ensuring that all statutory and MacLeod Estate requirements are complied with and that all machinery and equipment are in safe working order before being operated.
- b. Use garden machinery in accordance with the MacLeod Estate Health and Safety procedures and with due regard for the safety of self and others.
- c. Ensure the safety of visitors by adopting safe working practices at all times and by carrying out regular safety checks and risk assessments.
- d. Be responsible for maintaining all records and systems associated with Health & Safety relating to the garden and associated areas.
- e. Take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work.
- f. Work with the Head Gardener to ensure all the Gardens team are familiar with all Health & Safety and COSHH regulations as they affect the operations of the gardens and assist the Head Gardener in managing the risk assessments and workplace inspections for the Gardens department.
- g. Ensure all the buildings and garden areas are secured at the end of each day.

## **DIMENSIONS OF THE ROLE**

The post holder must be fully capable of performing all the manual tasks of this role. Working as part of an existing strong team in the garden dept., there are no line management responsibilities associated with this role. The Garden dept. has a Head, Deputy, Assistant Head Gardener and Groundsmen. In addition, seasonal gardeners and groundsmen are occasionally employed as well as external contractors on an ad-hoc basis.

## **KNOWLEDGE, SKILLS AND EXPERIENCE**

### **Knowledge:**

- The post holder will be educated to GCSE or equivalent standard.
- General plant and horticultural knowledge
- Understanding of Health & Safety issues relating to working in a garden which is open to the public.

### **Skills:**

- RHS Level I/II or equivalent desirable
- PA 1&6 Pesticides desirable – training available

- HSE approved First Aid at Work desirable
- Good communicator able to engage with visitors, team, staff from other depts. and contractors
- Good team player who actively promotes the gardens and the rest of the estate
- Current clean driving licence
- Willingness to learn and take direction

**Experience:**

- Horticultural experience, preferably in a heritage environment which is open to the public.
- Experience in the safe use and maintenance of a range of horticultural tools and machinery.
- Dealing with the public and welcoming visitors.