



Heritage Trust | SC028131

Cambo Heritage Trust (CHT) is a charity (SC028131) that operates Cambo Gardens. It was established in 1998 to advance education, horticulture, heritage and the arts based at Cambo Estate in Fife, Scotland.

Cambo is world famous for its naturalised snowdrops and *Galanthus* collection, operating a successful mail-order bulb business and plant centre. This has supported the development of the 2.5 acre walled garden and six acre surrounding woodland policies over the past 20 years, creating a popular visitor attraction with a strong horticultural reputation both within and beyond Scotland. Cambo Gardens has an extensive and eclectic plant collection amassed over recent decades by Lady Catherine Erskine and a small number of successive Head Gardeners, all of whom have been keen plantspeople. Most of the garden plantings are habitat-based and naturalistic in style/design.

Cambo Gardens provides opportunities for 'people and plants to grow'. Since 2017, our B listed Georgian Stables have become a thriving visitor centre with learning hub, exhibition space, nature play area, kitchen garden and vegetarian café, supporting extensive learning and engagement programmes, connecting people with the natural environment and promoting horticultural excellence. Social enterprise activity has developed from the long-established snowdrop bulb dispatch business and is now moving into new areas of sustainable cut flowers, produce and plants propagated from the extensive plant collections.

Cambo Gardens are at the heart of everything the Trust does. We are looking for a committed and enthusiastic Senior Gardener with demonstrable practical horticultural experience to join our Garden Team and help to implement our ambitious vision.

Salary range: £22,000 to £25,500 depending on experience

Contract: Permanent (subject to a six-month probationary period)

Holidays: 30 days per annum, with an additional day's holiday for each year of service to a maximum of 35 days. No additional entitlement to bank/local holidays and you are required to reserve four days of holiday to take during the Christmas/New Year period.

Hours of work: 9am to 5pm, Monday to Friday with occasional weekend or evening work for which time off in lieu is applicable.

Applications: Please send a covering letter detailing your suitability for the post and an up-to-date *curriculum vitae* to Katherine Taylor, Head Gardener, Cambo Heritage Trust, Stables Visitor Centre, Kingsbarns, St Andrews KY16 8QT or by email to katherine@cambogardens.org.uk.

Closing date: Monday 31 May 2021



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JOB DESCRIPTION

Job Title:	Senior Gardener (Garden Maintenance & Development)
Reports to:	Head Gardener
The Position:	<p>The role of the Senior Gardener (Maintenance & Development) is to work with the Head Gardener and wider team to implement the objectives of the Garden Management Plan, to ensure a high standard of garden maintenance, presentation and seasonal interest for visitors to Cambo Gardens and to create a range of opportunities for people to connect to the natural environment and learn about horticulture.</p>
Key Duties:	<ol style="list-style-type: none">1. To support the Head Gardener to ensure the practical maintenance of Cambo Gardens and policies – whether through delegation to other staff/volunteers and trainees, or personal participation in a range of practical horticulture tasks. These may include: pruning, weeding, planting and mulching; turf care; pest/disease/weed control; composting and soil improvement; path care; hard landscaping; glasshouse care and plant propagation, plant collection management and record keeping; and tools and machinery maintenance.2. To take responsibility for specific projects, as agreed with the Head Gardener, and on a rotating programme within the team. Such projects could include: new borders and planting schemes; glasshouse management, seasonal and long-term displays; composting systems; developments such as the Cut Flower Garden, Edible Garden and Potager. Responsibilities and parameters for these projects will be agreed annually via the work-planning process and in some cases responsibility will be shared between several members of staff depending on the scope of the project concerned.

3. To contribute to the Garden Management Team (Head Gardener and two other Senior Gardeners) to plan and prioritise work and projects on a weekly and seasonal basis in order to ensure that the objectives of the current Garden Management Plan – both maintenance and new developments/projects – are met. This may, on occasions, include reporting to the Trustee Garden Sub-Committee and deputising for the Head Gardener as required.

4. To lead, supervise and train (as required) allocated garden staff, horticultural trainees and volunteers, in areas of work relating to garden maintenance and development. There is potential to take on line management of more junior horticultural staff over time and as the Garden Team evolves.

5. To participate in public engagement and educational projects such as seasonal displays, tours, interpretation, social media and events such as workshops and training, as agreed in the seasonal programme.

6. To contribute to Health & Safety processes and risk management including risk assessments, first aid and management of tools, equipment, machinery, and chemicals.

7. To have Duty Gardener responsibility for seasonal shared tasks e.g. watering, snowdrop festival tours and educational programmes as required and on a rota basis, including occasional evenings and weekends. Time off in lieu (TOIL) is applicable to these duties.

Other Duties: From time to time, the post holder may be required to perform other reasonable duties as required by Cambo Heritage Trust.

General Cambo Heritage Trust reserves the right to alter this Job Description to reflect changes to the requirements of the post or the future needs of the Trust.



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PERSON SPECIFICATION

REQUIRED QUALIFICATIONS, SKILLS, EXPERIENCE, KNOWLEDGE AND PERSONAL QUALITIES

Job Title: **Senior Gardener (Garden Maintenance & Development)**

We are looking for a dynamic and enthusiastic Senior Gardener with demonstrable practical horticultural experience to join the Cambo Heritage Trust Garden Team. The successful candidate will work with the Head Gardener and wider team to ensure that the Cambo Gardens are maintained to the highest possible horticultural standards and to provide a range of opportunities, through the Gardens, for people to connect to the natural environment and learn about horticulture.

You will need to be physically fit and prepared to work outside in all weather conditions sometimes on your own and often doing repetitive and strenuous tasks. Flexibility, willingness to learn and adapt to Cambo's philosophy and principles, an open-minded approach to new ideas and an eye for detail will all be helpful personal qualities. Equally important are a good sense of humour, a positive and proactive approach to work and strong determination to get the job done.

In return you can expect a role within a friendly and ambitious organisation with exciting plans for further expansion, where you will be valued and encouraged to develop your learning and skills whilst working in a beautiful setting with a wide range of plants.

The attached job description outlines the key purposes of this role. Additionally, knowledge of or experience in the following is required:

Essential:

- An HND/HNC level qualification in amenity horticulture or related subjects (equivalent to NVQ/SVQ Level 3), supported by qualifications and experiences demonstrating practical horticultural knowledge (eg. City & Guilds Level 2/SVQ Level 1 & 2);
- PA1 and PA6a spraying certificates (or willingness to train and use);
- Plantsmanship;
- Relevant practical experience in general amenity, heritage or estate gardening;
- Propagation skills and experience;
- Knowledge of basic tool and machinery use and maintenance;

- Sound practical knowledge of Health & Safety processes and procedures and the ability to work effectively within these processes;
- Demonstrable experience of supervising or managing staff, volunteers and external contractors;
- Strong interpersonal and communication skills; comfortable in interacting and dealing with a wide range of people including members of the public, volunteers, CHT trustees and colleagues; able to represent Cambo Heritage Trust and/or deputise for the Head Gardener;
- Good planning and time-management skills – including the ability to prioritise work where needed;
- Competency in use of IT (email, internet, word processing, spreadsheets); and
- Driving licence, valid for driving within the UK.

Desirable:

- Experience of working in a garden open to the public;
- Hard landscaping and basic woodwork skills;
- Ability to plan, design and implement small-scale planting projects/border designs (or willingness to learn/experiment);
- Basic chainsaw certificates CS30 and CS31 (or willingness to train and use);
- Current First Aid certification (or willingness to train and use); and
- Experience of producing garden interpretation and familiar with social media.

Your role is one for which the duties/responsibilities and accountabilities of the role require you to become a member of the Protection of Vulnerable Groups (PVG) scheme, which replaces the 'Enhanced Disclosure' check and is administered by Disclosure Scotland.