

Head Gardener – Job Overview

The Bader International Study Centre is part of Queen's University, Canada. Our aim is to provide exceptional academic programmes for undergraduate and post-baccalaureate law students, as well as serving as a venue for international conferences, meetings, corporate events and other functions as time and space allow.

Reporting to: Estate Manager

Job Summary

- To plant and maintain the gardens and woodland area

Primary Responsibilities

- Maintain the gardens to the highest possible standard
- To propagate and plant seeds and tend to other herbaceous needs
- Plan patterns and colour schemes for the gardens
- To oversee staff working in the gardens and the estate
- To deputise for the Estate Manager when necessary
- To comply with current Health & Safety at Work Law

Required Experience/Qualifications

Experience in a similar working environment with a minimum of NVQ level 2/3 in Horticulture and RHS General or equivalent experience gained at a senior level. Must be numerate and literate.

Necessary Skills

Must possess an in-depth knowledge of plants, soil types and growing areas. Good human relation skills required. Must be self-motivated and be able to work alone as well as within a team.

Salary.

£16,952. 5 day 40 hour week

4 weeks paid holiday + paid bank holidays and Christmas Closure

Company pension scheme, eligible after 6 months service

Salary continuance plan, eligible after 3 years continuous service.

Subsidised staff meals.

Head Gardener – Duties

Responsibilities include:

1. To be involved in general gardening duties – in particular the formal gardens and associated areas.
2. To ensure that these areas are kept in a tidy state at all times.
3. To comply with all health and safety policies and wear protective clothing when handling potentially harmful substances.
4. To behave in such a manner that you do not endanger either yourself, working colleagues or the general public.
5. To use your knowledge and skills to improve the gardens and to protect the natural habitat of wildlife.
6. To help with general duties of estate maintenance in the grounds.
7. To be polite and helpful to guests and visitors.
8. To supervise the garden estate management in the absence of the Estate Manager.
9. To show a flexible approach to the expansion and evolution of the BISC.