

## **Gardener**

### **The Honourable Society of the Middle Temple - City of London**

**Salary - £17,000 plus excellent benefits**

**Permanent Contract – Part Time; 4 days per week**

The Honourable Society of the Middle Temple is seeking a gardener for its prestigious award winning gardens. Steeped in history, Middle Temple is one of the four Inns of Court and a professional membership organisation responsible for the training and qualification of barristers. It also manages a large heritage estate in central London from which barristers practice. Together with the other Inns of Court, it collaborates closely with organisations such as the Bar Council and Bar Standards Board in supporting the profession of the Bar.

The gardens are maintained to a very high standard and are used regularly for weddings, functions and filming as well as providing a garden for all those living and working at the Temple.

The successful candidate will have a keen interest in plants and horticulture and will have ideally gained or be working towards an RHS qualification (or equivalent). We are looking for someone to be self-driven and who can work with minimal supervision but also work as part of a small team.

Excellent benefits include a pension scheme, private medical and life cover, as well as a generous leave allowance.

To apply, please send a letter with your CV explaining how you qualify for the role, what you would bring to it, and why it is a natural next career step for you, to Sophie Frankis at: [recruitment@middletemple.org.uk](mailto:recruitment@middletemple.org.uk).

The closing date for receipt of applications is **Friday 3<sup>rd</sup> June 2016**.

Due to the volume of applications received, we cannot contact all unsuccessful applicants in person. If you do not hear from us within four weeks, please assume your application has not been successful on this occasion.

The Honourable Society of the Middle Temple is an Equal Opportunities Employer.



## **JOB DESCRIPTION**

<b>Job Title:</b>	Gardener
<b>Department:</b>	Estates
<b>Reporting to:</b>	Head Gardener
<b>Location:</b>	Gardens (Middle Temple Garden, Elm Court Garden, Fountain Court and all trees growing within the boundary of the Inn. In the case of paved courtyards, responsibility will extend only to planted areas and individual planters.)
<b>Hours:</b>	8:00am to 4:30pm, Monday to Thursday
<b>Duration:</b>	Permanent
<b>Job Purpose:</b>	Maintenance and upkeep of Gardens

### **Key Responsibilities:**

- Ensuring that the Gardens are maintained to a high standard and kept clear of leaves, debris and litter at all times.
- Regular maintenance of the pathways to the Garden including weeding and periodic raking.
- Regular maintenance of the lawn areas to include mowing, repairs, feeding, edging. Seasonal lawn tasks to include scarifying, aerating, top dressing, re-seeding and turfing.
- Pruning of shrubs, bushes and hedges to maintain shape and promote strong growth.
- Care and development of ornamental areas including roses, herbaceous and bedding plants, containers, trees and shrubs, and nursery areas.
- Glasshouse work.
- Regular weeding of all planted areas and periodic treatment where necessary against pests and disease.
- Watering of plants in all areas
- Liaising with external organisers of functions in the Garden to ensure that damage is kept to a minimum and where necessary rectified as soon as possible.

### Personal Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Background/experience</b>	<p>Sound knowledge and experience of garden maintenance and plant care.</p> <p>Able to identify and name plants which you have previously worked with.</p>	<p>Two years previous experience working in professional gardens.</p>
<b>Skills</b>	<p>Able to carry out horticultural tasks and techniques to a high standard.</p> <p>Able to work closely with Head Gardener and be able to supervise other assistants in the garden such as trainees and volunteers and at other times work independently.</p> <p>Able to identify pest and diseases and potential treatments required.</p> <p>Competent in the use of machinery and tools.</p> <p>Able to carry out routine checks and maintenance of machinery and tools.</p> <p>Awareness of Health and safety issues.</p> <p>Good communication skills with the ability to communicate effectively to people of all levels.</p> <p>Good organisational and time management skills.</p>	<p>Able to take responsibility for external contractors and consultants.</p> <p>Able to understand plant growth to promote healthy development of plants.</p>
<b>Personal qualities</b>	<p>Able to work flexibly and to carry out any other reasonable duties in line with the post as may be required from time to time.</p> <p>Able to show sound judgment and decision making when undertaking tasks.</p>	



	<p>Able to adapt and learn new techniques.</p> <p>Able to operate effectively on their own or as part of a small team and get on with people of all levels.</p> <p>High professional and ethical standards.</p>	
<b>Training/Qualifications</b>		Horticulture Qualification Level 1 or higher

**IMPORTANT:**

**This Job Description reflects the current situation. It does not preclude change or development that might be required in the future. The list of duties is not exhaustive. The position of a duty on the list is not necessarily indicative of its importance.**

I have read and agreed this job description

NAME (PRINT)	
SIGNATURE	
DATE	

LINE MANAGER	
SIGNATURE	
DATE	