

Role Title	Gardens and Arboretum volunteer
Team	Horticulture
Reports to	Botanical Horticulturists, more senior staff on site
Date Issued/Revised	Spring 2023

INTRODUCTION

Birmingham Botanical Gardens is an independent educational charity aiming to offer world class environmental education in a green environment to audiences in all sectors of the community.

ROLE PURPOSE

To assist in the routine maintenance and development of world class horticultural displays in the Gardens and Arboretum. In the long term, support the restoration of the Glasshouses and enjoyment of the gardens by the public.

PRINCIPAL ACCOUNTABILITIES

1. To abide by Volunteer agreement.
2. BBG Values and Behaviours.
3. Ambassador to the gardens.
4. Follow H&S legislation and guidelines.
5. Vision / Mission / Charitable aims.

SPECIFIC RESPONSIBILITIES

1. Conduct routine tasks such as leaf raking, weeding, edging, mulching, cutting back, dead heading.
2. To follow the direction, training and supervision of Botanical Horticulturist and other staff in the maintenance and creation of displays in The Gardens from planting, cutting back, dead heading to weeding.

3. To ensure all BBG assets such as tools & plants are well looked after and maintained, that all BBG facilities are respected and kept tidy e.g., break areas, toilets.
4. To work independently and part as a team, towards the area management plan and in line with Living Collections Strategy, Health and Safety policy.

SUPERVISION

Working under the direction and/or supervision of Botanical Horticulturists and other more senior staff.

WORKING CONDITIONS

Manual handling, hot, humid, cold, small spaces, public areas. Back of house.

TIME COMMITMENT

Ideally once a week, Monday – Friday; 10.30-am 15.00pm. Minimum period of 6 months.

BENEFITS

- Free membership (after minimum hours have been met)
- Seasonal Volunteer socials at the Gardens
- Discounts in the BBG shop and cafe

PERSON SPECIFICATION

Area	Essential	Desirable
Knowledge	Basic knowledge of plants.	Knowledge of the difference between a public park and Botanic Garden.
Experience	Some hands on, practical experience of horticulture.	Experience of horticulture in a public garden.
Qualifications		RHS Level 2 or equivalent.
Skills	Teamwork, independent work.	
Other	High attention to detail, reliable.	