

Role Title	Seasonal Horticulturist
Team	Horticulture
Reports to	Area Senior Horticulturists
Date Issued/Revised	26.06.2023
Hours	Summer hours: 7am – 3.45pm Working a shift pattern of Monday – Friday or Wednesday – Sunday
Salary	Real living wage
Contract length	8-Week Temporary role

INTRODUCTION

Birmingham Botanical Gardens is one of the most historically significant Botanic Gardens in the UK; a sole survival of its type from the group of early 19th century Botanic Gardens that were set up with public subscriptions in the UK's major cities. The registered Grade II* landscaped Gardens occupy 15 acres, 1 mile from Birmingham City Centre, and opened to the public in 1832. The Glasshouse range encompasses a Tropical House, Sub-tropical House, Mediterranean and Arid houses and with back of house Nurseries supporting the displays as well as producing bedding plants for the historic Terrace and Bandstand. The external areas comprise of mixed plantings from alpine and rock gardens to rose gardens and bog gardens.

In the present day, 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. We are in the development phase of a National Lottery Heritage Fund capital project, which includes the restoration of the glasshouse range. Summer seasonal workers are required to cover essential horticultural tasks such as irrigation, weeding, mowing for an initial 8-week period.

ROLE PURPOSE

- To ensure that seasonal horticultural tasks are conducted across the 15-acre, grade II listed landscape and botanical gardens and glasshouses.

- To follow the direction of Line Managers.
- To ensure that all horticultural essential tasks are covered seven days a week, including watering & feeding in the glasshouse, nurseries, and pertinent external planting schemes.
- To be able to undertake lawn management, use horticultural machinery, herbaceous and woody border maintenance, pruning to standard as instructed by line management.
- To work at pace, alongside volunteers/other staff members and independently.
- To work in line with risk assessments and COSHH assessments.
- Regular weekend duty work on a rota with all other horticulturists.

GLASSHOUSE AND NURSERY COVER

- Taking daily temperature checks and responding.
- Watering, feeding and spraying glasshouse and nursery areas in agreement with Line management.
- Integrated pest management.
- Propagation, potting and cultivation of a range of plants.
- Weeding and pruning.
- Opening and closing glasshouses, reporting maintenance issues in a timely manner.

EXTERNAL AREAS

- General maintenance of displays including weeding, mulching, pruning, planting.
- Lawn care: Mowing, repair, sowing including use of ride on mower.
- Hedge care and cutting.
- Risk management: monitoring paths and blowing accordingly, and other risks on site arising from living collections.

PRINCIPAL ACCOUNTABILITIES

1. To work in accordance with BBG's values and behaviours, to ensure that you are working hard and go above and beyond to deliver excellence to maintain and improve BBG for current and future generations.
2. Positively contributing to ensuring that the BBG work environment is one that supports Equalities, Diversity, and Inclusion for all – including, but not restricted to: staff, volunteers, trainees and apprenticeships, members of the public.
3. Be an enthusiastic ambassador for BBG, contributing to the visitor experience.

SPECIFIC RESPONSIBILITIES

TEAMWORK

- To regularly attend and contribute to team activities – including team hits, meetings and covering other areas, contribute evenly to responsibilities.
- Work alongside a volunteers, corporate volunteers, and other staff members.
- Undertake training on horticultural tasks as agreed by Line Manager and Supervisors.
- To follow work schedule, completing routine tasks efficiently, identifying tasks and contribute to weekly meetings and work planning.
- To use initiative and follow instruction of staff.
- Have regular contact with Line Manager.

HORTICULTURAL MAINTENANCE AND DEVELOPMENT

- Carry out all horticultural tasks to a high standard and at pace.
- Take responsibility for designated areas, if necessary, to ensure high horticultural standards are reached and maintained.
- Strive for Horticultural best practice, reflect and appraise own work.

EQUIPMENT AND MATERIALS

- Ensure all equipment/tools are cared for and used correctly, efficiently and safely by yourself and volunteers in keeping with current health & safety practice.
- Report any equipment issues to Line Manager.
- Help organise and keep the storage rooms tidy.

HEALTH AND SAFETY

- Carry out all duties in accordance with any relevant Health and Safety legislation, including the Health and Safety at Work Act 1974, paying particular attention to the public's safety.
- Follow Risk assessments, COSHH assessments, follow safe systems of work procedures for specific tasks and complete incident forms.
- Be aware of the dynamic nature of risk on a public site.
- Operate the machinery in a safe manner in accordance with the BBG Health and Safety Policy, the Codes of Practice for safe handling and manufacturer guidelines.

ENGAGEMENT & INCOME GENERATION

- Assist in the engagement of stakeholders in the gardens, from students, volunteers, visitors from content generation to events support, answering visitor enquiries.

LINE MANAGEMENT RESPONSIBILITY

Some working alongside volunteers.

SUPERVISION

Working under the direction and/or supervision of staff: Duty Manager, Director of Horticulture and Curation, Senior Horticulturists.

WORKING CONDITIONS

Office environment, outdoor gardens, and glasshouse environments; involves lifting/manual handling, some weekends and late evenings, some lone garden working whilst other BBG staff are on site etc, hot and cold weather.

PERSON SPECIFICATION

Area	Essential	Desirable
Knowledge	Knowledge of Birmingham Botanical Garden's Heritage and value.	Knowledge of glasshouse plants and environments
	Knowledge of plant nutrition	Understanding of Plant records
	Broad knowledge of plants	
	Knowledge of plant pests and their controls	
Experience	Experience of working with plants – can include house plants, allotment growing to volunteering in a public garden	
Qualifications	RHS level 2 or equivalent experience	Pa1 & Pa6
Skills	Good communication skills	Good IT Skills (Microsoft office, plant databases)
	Able to carry out tasks requiring high levels of manual dexterity, as well as physically demanding tasks, such as shovelling, digging, mulching lifting and carrying	
Other	High attention to detail	
	Flexible, dynamic team player	
	Approachable problem solver	
	Passionate about plants	
	Happy to work on weekends	