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| Role Title | Senior Horticulturist – Glasshouse Nursery and Display |
| Team | Horticulture |
| Reports to | Director of Horticulture and Curation |
| Salary | £27,000 - £29,400 depending on experience |
| Contracted hours | Full time (Average 39 hrs per week) |
| Date Issued | June 2023 |

INTRODUCTION

Birmingham Botanical Gardens (BBG) 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.

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. Talented Glasshouse senior horticulturists are therefore sought to maintain and develop the glasshouse living collections for the enjoyment of generations to come.

ROLE PURPOSE

- To maintain and develop the Glasshouse living collections at Birmingham Botanical Gardens to an exceptionally high standard of presentation and curation.

- To do so within a small team of horticulturists, regularly participating in team activities, meetings and covering critical horticultural tasks across the gardens and glasshouses as and when required.
- Daily supervision of volunteer's trainees and apprentices.
- Working Monday- Friday and weekend duty cover, with time off in lieu.
- Auditing and creating development plan for named areas in consultation with Director of Horticulture and Curation and in line with the Living Collections and Garden Strategy.
- Undertaking labelling, accessioning and verification on the plant database.
- Planning work maintenance schedule and agreeing with Line Manager.
- To deliver all horticultural tasks in line with best practice, risk assessments, health and safety legislation, COSHH assessments.
- Purchasing and horticultural activities conducted in line with plant acquisition, biosecurity, ethical / sustainable sourcing policies pertinent to post.
- Developing and delivering integrated pest and weed management programme for named areas and management of plant nutrition.
- Supporting interpretation and engagement strategy by contributing to copy for interpretation and marketing, as well as delivering tours.

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 Equality, 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 by delivering tours and contributing to interpretation and marketing.

SPECIFIC RESPONSIBILITIES

TEAMWORK, APPRENTICE, TRAINEE AND VOLUNTEER DEVELOPMENT

- To regularly attend and contribute to team activities – including whole team, cross garden working, including shared irrigation duties and meetings.
- Supervise a team of Glasshouse and Nursery volunteers, apprentices, trainees and interns.
- Train apprentices and volunteers on horticultural tasks as agreed by Line Management.
- Identify short and long-term tasks and discuss with Line Management.

- Help plan and lead separate volunteer days where appropriate to cover large seasonal tasks.
- Assist with inductions for all new staff, apprentices, trainees, interns, and volunteers.
- Have regular contact with Line Management and deputise as necessary.

HORTICULTURAL MAINTENANCE AND DEVELOPMENT

- Carry out all horticultural tasks to a high standard.
- Keep areas of glasshouses, and at times grounds, maintained and cared for.
- Assume responsibility for designated areas, when necessary, to ensure the maintenance of high horticultural standards.
- Keep plant records and assist in the updating of electronic plant records database/spreadsheets.
- Be aware of changes in horticultural practices.
- Develop and execute a maintenance plan in line with the Living Collections Strategy for the Glasshouses and Nursery.

EQUIPMENT AND MATERIALS

- Ensure all tools and equipment are used correctly and cared for, efficiently and safely by assigned volunteers, trainees and apprentices in keeping with current health and safety practice.
- Assess equipment needs and make costed recommendations to Line Management.
- Support new equipment and materials purchases, and associated paperwork.
- Support in receipt of sign off garden supply deliveries.
- 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.
- Identify potential risks at work and write risk assessments and safer systems of work procedures for specific tasks, and complete incident forms.
- Carry out health and safety awareness talk with the volunteers, trainees, and apprentices, before starting a new job when appropriate.
- 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.
- Working at height.
- Assist in supervision and monitoring of contractors and ensure they are adhering to the procedures and method statements agreed.

ENGAGEMENT & INCOME GENERATION

- Assist garden-based engagement sessions at the Gardens in liaison with the Engagement and Commercial teams.
- Enhance visitors' enjoyment of the Gardens, through tours and workshops.
- Assist members of the public with queries.
- Develop the Glasshouse collections, including contributing to the Glasshouse restoration plans, propagation and redesign, alongside Glasshouse festivals and other development of best practice.
- Support the wider team with events, including preparation, set up, delivery, take down, and any reinstatement works.
- Assist the wider team to ensure that events and projects run by contractors are managed within the guidelines set by Birmingham Botanical Gardens.

LINE MANAGEMENT RESPONSIBILITY

Daily supervision and training of volunteers and trainees.

SUPERVISION

Working under the direction and/or supervision of staff: Duty Manager, Director of Horticulture and Curation, and other line managers.

WORKING CONDITIONS

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

PERSON SPECIFICATION

| Area | Essential | Desirable |
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| Knowledge | Good knowledge of a range of Tropical and Subtropical plant families, their systematics and cultivation. | Knowledge of Birmingham Botanical Garden's Heritage and value. |
| | Knowledge of horticultural conservation best practice in terms of ex-situ conservation. | Knowledge of key frameworks and policies governing Botanic and Heritage gardens . |
| | Have a wide working knowledge of horticulture practices and techniques including diverse plant knowledge, Knowledge of good plant husbandry, planting and management, formative pruning, maintenance of climbers, P&D control, wide range of machinery and integrated pest management. | Knowledge of cultivation of tropical aquatic plants including <i>Victoria</i> spp. |
| | Knowledge of the plant nutrition requirements of a range of plants likely to be cultivated in a Tropical, Subtropical, Tender Temperate and Arid plant display across different stages of plant life cycle. | |
| Experience | 3 Years experience in a Botanical Garden or Historic Garden setting; ideally under glass, with display and nursery work. | Experience of creating temporary horticultural displays or festivals, pot displays to communicate and engage stakeholders. |
| | 1 years' experience of leading and training volunteers and trainees in a horticultural setting. | |
| | Significant Glasshouse display and nursery experience across a range of climates from moist and dry, Tropical, Subtropical, Tender Temperate and Arid. | Experience in the cultivation of tropical and carnivorous plants. |
| | Two years' experience of developing and implementing an IPM programme across a range of climates and a range of plant hosts in a public access site. | |
| | Experience of designing and delivering bedding plant displays innovating to | |

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| | drive sustainability and horticultural excellence. | |
| Qualifications | RHS level 3 or above. | |
| | Maintenance of horticultural machinery with certificates to demonstrate competency. | LANTRA ladder training, NIFTY lift license or Mobile scaffold tower tickets. |
| | FEPA PA1 & PA6 Qualified. | PA 9 Qualified, with experience. |
| | | Garden design qualification or equivalent experience. |
| Skills | Good communication skills. | Good IT Skills, to include Microsoft Office package, Plant database systems such as IRIS BG, BGBASE and others. |
| | Able to carry out tasks requiring high levels of manual dexterity, as well as physically demanding tasks. | Confident working at height, able to devise and train in safe systems of work for significant plant moves and maintenance. |
| | Able to plan, prioritise work, and take responsibility for the task. | |
| | Able to train staff and volunteers in correct horticultural procedures. | |
| | Skilled nursery person, able to plan and execute propagation plans for display, including bedding plants. | |
| Other | High attention to detail. | |
| | Flexible – be willing to give support where necessary and be able to change plans at short notice to adapt to changing priorities. | |
| | Approachable and positive. | |
| | Problem solving approach. | |
| | | Cat C driving licence. |