



THE ISLE OF GIGHA HERITAGE TRUST

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| Job Title: | Head Gardener – Achamore Gardens |
| Date: | From Jan 2020. This is a permanent full time role although subject to annualised hours to reflect differing garden needs throughout the year. |
| Reports to: | IGHT Estates Manager |
| Number of Direct Reports: | Garden staff |
| Authority Limit: | TBC |
| Salary | £22 – 25,000 pa depending on experience and qualifications. The post also offers rent free cottage accommodation on Gigha (with the employee bearing the costs of services, own insurance, Council Tax etc.) |
| Location: | Achamore Gardens on Gigha |
| Job Purpose: to manage and maintain Achamore Gardens and lead on their restoration | |
| <p>Core Responsibilities:</p> <p>These are the core responsibilities for this role and is not an exhaustive list. The post holder will be required to undertake any other tasks as requested.</p> <p>The post will be an integral part of the Isle of Gigha Heritage Trust (the Trust) management team on Gigha. We are looking for someone with proven and practical horticultural experience ideally with the relevant qualifications. Applicants must also be able to demonstrate general expertise and sound knowledge of common gardening practices, ideally in a west coast location. They must be able to work unsupervised.</p> <p>We will be looking for someone with appropriate professional experience to:</p> <ul style="list-style-type: none"> - manage the Garden with the aim of full restoration within an agreed period - undertake day to day maintenance on the Gardens - work with the Trust to develop a costed long-term improvement plan for the Garden - work with the Trust to secure capital and revenue funding for future improvements - identify opportunities for improving the visitor experience and work with the Trust to deliver this - identify improvements to broaden audiences for the Garden - work with National Trust for Scotland (NTS) to ensure the requirements of the NTS grant are met and the Horlick collection is conserved - work with the Trust to promote the Gardens and Gigha as a place to visit - manage casual staff (grass cutting etc) through the season - work with an Island Ranger and Trust staff to promote volunteering opportunities, including courses for visitors and develop and manage a volunteering programme in the Gardens - develop partnerships with other Argyll Gardens for marketing, professional opportunities and peer to peer support | |



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Together with:

- Positive engagement with the policies and procedures agreed by the Board
- Constructive and supportive interaction with all Trust employees and members and island residents
- Be the principal point of contact with Architects and contractors for any redevelopment or restoration project in the Gardens
- Ensure the principles of value for money and effective management are achieved at all times
- Regular reporting to the Board and members on progress in the Gardens

The successful applicant will be required to undertake a Disclosure Check under the PVG Scheme. The role also requires a full clean driving licence and access to a car.



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Person Specification

These are the skills, experience and qualifications required to undertake the role

Essential

- Appropriate horticultural qualifications to manage a Garden of the status and importance of Achamore. This might include a supervisory or management level qualification (S/NVQ Level 3, RHS Level 2/3, NCH or Diploma) or equivalent experience
- Significant hands on experience of working in a Garden in a similar environment.
- Relevant experience of working in a Garden that is open to visitors
- Understanding of contract management
- Understanding of working with the community
- High levels of confidentiality and discretion
- Excellent interpersonal skills, both verbal and written
- Ability to work with different types of people and build a positive rapport
- Ability to work on their own initiative without day to day supervision
- Ability to solve problems and effect solutions within a small team environment
- Work to high standards of Health and Safety
- Demonstrate a professional positive and personable manner

Desirable

- Experience of project management
- Experience of working with volunteers
- Experience in partnership working with other Garden professionals
- Horticultural staff management experience
- Experience of working in Scottish gardens
- Efficient and effective administration
- Work effectively and flexibly in a small team