**Job Description:**

**Job Title**:Assistant Gardener

**Responsible To**: Head Gardener

**Overall Job Purpose:**

To provide a hands on approach to the upkeep of Charterhouse’s seven acre historic site, with the purpose to achieve fine garden status within the resource levels provided.

**Responsibilities and Duties:**

Assist the Head Gardener in ensuring the gardens and grounds are maintained to the highest professional standards throughout, in line with the garden maintenance and tree management plans of Charterhouse.

Assist the Head Gardener in managing horticultural contractors and any potential volunteers by giving direction and supervision to ensure that these resources are fully implemented throughout the year.

Ensure with the Head Gardener that there is always staff cover on site during the high growing season.

Ensure Brother’s and Tenants’ requests are actioned in the appropriate manner via the Head Gardener.

Be in attendance on any garden open day or other similar event and help with tours for the public.

Assist Head Gardener in implementing specific tasks as necessary, including:

* + Ensure leaves and plant debris are swept clean throughout the year.
	+ Ensure all paths/roadways are swept to maintain tidiness.
	+ Ensure salt is applied to roads and pathways during the winter months.
	+ Apply correct standards to the cutting and shaping of all hedges.
	+ All roses, shrubs and climbing plants are to be pruned to an acceptable standard.
	+ Apply appropriate feed and mulch to all shrubs and required beds.
	+ Maintain all beds, borders and containers in a weed-free condition.
	+ Ensure application of appropriate watering.
	+ Ensure application of appropriate pest, weed and disease control.
	+ Ensure correct composting procedures

To understand the complexities of working within a Heritage Site.

Comply with all current legislation and Charterhouse’s policies.

Be flexible across the board.

**Health and Safety:**

Comply with all relevant Health and Safety legislation, including Charterhouse’s policies and documents.

**Skills and Competencies:**

* Good communicator with good inter-personal skills to include: diplomacy, persuasion and team-working
* Manual dexterity.
* Able to interact with brothers, staff and visitors.
* I.T. literate.

**Qualifications and Experience:**

Preferably one or all three RHS Level 2 Certificates in Horticulture:

1) Principles of Plant Growth, Propagation and Development (Plant and Soil Science)

2) Principals of Garden Planning, Establishment and Maintenance

3) Certificate in Practical Horticulture

or the City and Guilds Level 2 Diploma in Gardening and Commercial Landscaping

Formal qualifications are not necessarily essential if the candidate has equivalent practical horticultural experience