



ROLE DESCRIPTION

HORTICULTURIST

ROLE PURPOSE

The Horticulturist works as a member of the Grounds Team which is inspired at all times by the highest ideals of teamwork, collegiality, integrity and professionalism. The function of the Grounds Team is to deliver a broad range of services to support the School's Mission. Within that context, the Horticulturist will ensure that the green spaces and gardens are presented to satisfactory maintenance standards as required by the Grounds Department and expected by the School.

ROLE RELATIONSHIPS

The Horticulturist reports directly to the Grounds Manager. As with all School employees the Horticulturist is ultimately responsible to the Headmaster.

ROLE RESPONSIBILITIES

The primary responsibility of the Horticulturist is to enhance and maintain the schools properties by performing grounds work and landscaping as required and to maintain the grounds at all three campuses being Knox Grammar School, Knox Grammar Preparatory School and Wahroonga Preparatory School.

Duties include:

- Apply current horticultural practices in garden areas and surrounds
- Prepares the gardens for special events, ensuring that the garden and surrounding areas are well maintained, that the plants and collections are healthy, and that the garden is safe and attractive
- Performs and supports horticultural practices that encourage overall plant health and soil nutrition, to include sustainable gardening and integrated pest management practices
- Operation and maintenance of horticultural tools and equipment
- Maintains records of work, garden maintenance, and plant health as required
- Manage container plantings, annual display beds, and specialty gardens
- Weed and insect identification and control for gardens
- Plan the timing of 'in house' projects with Grounds Manager to ensure safety for all students and staff.
- Lawn and turf maintenance and overall tree care
- Ensure all work is carried out in accordance with WHS regulations, oversee on the job training.

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- Implement systems to ensure all work areas are kept clean and safe in accordance with WHS regulations and all tools and equipment are serviced and cleaned regularly and locked/secured at the end of each day.

SKILLS AND ABILITIES

- Qualifications in Horticulture
- Demonstrated practical experience in the horticulture industry
- Demonstrated experience working as part of a team
- Demonstrated ability to communicate instructions and advice effectively
- Ability to use initiative and provide input and to adapt to various situations.
- Ability to carry out the small horticulture projects and landscaping under the Grounds Manager direction
- Current Drivers Licence
- Physical fitness

WORK HEALTH & SAFETY

The Horticulturist will actively support and contribute to the maintenance and development of a safe working environment by:

- reporting incidents or accidents to the appropriate staff as soon as possible
- working within the WHS management systems that have been adopted by the school

TERMS OF EMPLOYMENT AND APPRAISAL

This is a permanent full time position. The hours are Monday to Friday 6.30 am to 2.36 pm. The Horticulturist will be expected to undergo processes of performance appraisals at regular intervals.

REMUNERATION

Remuneration for the position will be commensurate with qualifications, skills and experience and in accordance with the terms and conditions of the *Independent Schools NSW (Support and Operational Staff) Multi Enterprise Agreement 2017*.

Superannuation Guarantee at the current legislative rate will be paid by the school in addition to salary.

Please note: All staff and volunteers are required to provide the School with a current Working with Children Check number in accordance with Child Protection Legislation
