

Job description



Job title: Gardener

Responsible to: Home Manager

Our Values

- ❖ Fulfilling Lives is our core purpose
 - ❖ Every one of us makes a difference is the belief that drives us
 - ❖ Caring, Passionate and Teamwork are the values that underpin everything we do
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Job Summary

You will be responsible for the overall care and maintenance of the care home grounds. The gardens are a very important part of our residents' lives and it is important that you are willing to interact with residents and involve them, where possible, with the garden.

Key Responsibilities

- Trim shrubs, hedges and trees, remove weeds in beds and on any pathways.
- Water and maintain plants and shrubs in dry conditions.
- Planting of seasonal plants.
- Maintain any tubs and hanging baskets, watering regularly.
- Remove any dead or old plants and replace with new ones.
- Cut grass and trim edges.
- Undertake general maintenance of the care home grounds, keeping them litter free, weed free, tidy and neat.
- Maintain all garden tools and machinery and keep them safely locked away when not in use. Report any defects to the home manager.
- Undertake painting and maintenance/repairs of external fencing and garden furniture.
- Ensure that chemicals (insecticides) paints, proprietary cleaners and varnishes are used and stored only in accordance with manufactures instructions and guidelines.
- Understand and ensure the implementation of the care home's health and safety policy and emergency and fire procedures, promoting safe working practices.
- To assist with preparation for events that makes use of the grounds and gardens.
- Undertake seasonal gritting to ensure pathways and walkways are safe.
- To organise the collection of garden waste from around the site and its removal from site.
- Take part in the annual appraisal system.
- Complete mandatory and specialist training related to your role
- Work closely with the home manager to ensure that all aspects of the care home gardens are suitable for use by elderly residents and that residents can enjoy sitting or working in the gardens.

Safeguarding of Vulnerable Adults / Mental Capacity Act

To complete training on Safeguarding of Vulnerable Adults and the Mental Capacity Act and be able to understand and implement SVA and MHA policies and procedures taking responsibility for reporting any safeguarding concerns to the senior person on duty or on-call RD

Health and Safety

As an employee of Care UK, the post holder has a duty under the Health and Safety at Work Act 1974, to:

- Take reasonable care of the health and safety of themselves and all other persons who may be affected by their acts or omissions at work.
- Co-operate with their employer to ensure compliance with Health and Safety legislation and the Health and Safety policies and procedures of the organisation, not intentionally or recklessly interfere with, or misuse, anything provided in the interests of health, safety, or welfare, in pursuance of any of the relevant statutory provisions.
- To ensure that adequate measures are taken to protect the health and safety of all staff including the maintenance and upkeep of a safe environment.

Data Protection

The post holder must at all times respect the confidentiality of information in line with the requirements of the Data Protection Act and the company's ISO27001 accreditation. This includes, if required to do so, obtain, process and/or use information held on a computer in a fair and lawful way, to hold data only for the specified registered purposes and to use or disclose data only to authorised persons or organisations as instructed.

- ❖ This list of duties and responsibilities is by not exhaustive and the post holder may be required to undertake other relevant and appropriate duties as reasonably required.
- ❖ This job description is subject to regular review and appropriate modification.

Person specification

Criteria	Essential	Desirable
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Qualifications	<ul style="list-style-type: none"> • Good standard of education 	<ul style="list-style-type: none"> • Evidence of a professional qualification
Experience	<ul style="list-style-type: none"> • All aspects of gardening 	<ul style="list-style-type: none"> • Experience of working in a care home setting • An understanding of dementia
Technical Skills	<ul style="list-style-type: none"> • Knowledge of gardening techniques • Knowledge of plant and flower techniques • Ability to use professional mowing, trimming and pruning equipment • Excellent communication skills both verbal and written 	
Personal Qualities	<ul style="list-style-type: none"> • Committed to communicate with residents, understand their needs and go the extra mile to deliver customer satisfaction • Self-motivated, flexible and enthusiastic • Shares ideas with others to make improvements • Creates/maintains good working relationships with colleagues and contractors • Keen to learn and improve own performance • Has a 'can-do' attitude to work • Fit and able to undertake the role • Enjoys working effectively as part of a team 	