



Pymble Ladies' College

POSITION DESCRIPTION

Title:	Horticulturist
Reports to:	Horticulture Leading Hand

POSITION SUMMARY

The Horticulturist is responsible to the Horticulture Leading Hand and works closely with the Horticulturist team on a day to day basis. This role is part of the team responsible for the maintenance and first class presentation of the College gardens and grounds. The Horticulturist will assist the team to effectively complete all programmed maintenance duties.

KEY RESPONSIBILITIES

1. College Gardens and Grounds

- 1.1 Under the guidance of the Horticulturist Lead Hand, apply knowledge of current horticultural techniques to undertake routine and reactive garden maintenance work
- 1.2 Ensure that all horticultural duties are carried out in a safe, efficient and cost effective manner
- 1.3 Assist with horticultural development and the implementation of management and maintenance programs
- 1.4 Manage and take ownership of the garden areas and maintenance projects
- 1.5 Conduct audits and maintenance of garden irrigation systems
- 1.6 Oversee, encourage and motivate apprentice staff
- 1.7 Operate and maintain plant machinery and equipment
- 1.8 Prepare, apply and record chemical and fertiliser use in line with safe use legislation
- 1.9 Take direction from team leaders and carry out tasks in an appropriate and responsible manner.

2. Communication

- 2.1 Ensure all written and verbal communication is courteous, professional, accurate and reflective of College values.

3. Risk and Compliance

- 3.1 Report directly to the Principal on any matters relating to child protection.
- 3.2 Consistently adhere to College policies and procedures, importantly the Risk Management, WHS, Child Protection and our emergency response practices.

4. Professional Learning

- 4.1 In partnership with your Manager, continuously align your skills and professional development requirements to ensure that you are meeting the obligations of your role.

5. Other duties may be required from time to time

Core skills, knowledge and experience

- Willingness to support the ethos and values of the College
- Hold Certificate III in Horticulture or Parks and Gardens
- Hold Chemical Application Certification
- Possess sound knowledge of plant identification and pest management
- Demonstrated ability to undertake a broad range of tasks including horticultural maintenance, operation of plant, vehicles, equipment and tools in a competent and proficient manner
- Enjoy an outdoor working environment and able to work in unfavorable weather conditions at times
- The ability to take initiative and exercise attention to detail
- Possession of a driving license
- A proven commitment to safety in the workplace
- Demonstrated knowledge of relevant legislation including the WHS Act 2011, WHS Regulations 2017 and SafeWork NSW requirements
- Well-developed communication and interpersonal skills with the ability to enhance team effectiveness and coordinate horticultural staff and activities

- Be pro-active and 'hands on' in the field
- Demonstrated ability to work effectively within a team environment
- Possess the ability to engage and motivate staff to fulfill work duties
- Physical fitness sufficient to undertake the responsibilities required
- Demonstrated commitment to continuous improvement
- Ability to demonstrate professional conduct and discretion at all times.