

Job Description

Job Title:	Garden Associate	Department:	Garden
Responsible To:	Garden Manager	Salary:	£24,000
Location:	Pitlochry Festival Theatre	Position Type:	Permanent
Working Hours:	35 hours per week annualised contract		
Key Relationships	<p>The post reports to the Garden Manager. They will work closely with the garden team.</p> <p>Leadership Team, colleagues, Board members, Committee members, junior team members volunteers.</p>		
Context	<p>For over 70 years, we've been Highland Perthshire's artistic heart and soul, sitting on the edge of the River Tummel and looking out to Ben-y-Vrackie. Established in 1951 as Scotland's Theatre in the Hills, Pitlochry Festival Theatre offers a theatrical experience unique in the UK - a summer season performed in repertory, allowing audiences to enjoy six different productions in six days, all performed by a resident company of actors. Now attracting over 100,000 visitors each year, we're not just a venue - we're also famous for producing large-scale plays and musicals that delight theatregoers of all ages.</p> <p>As part of our mission to create, nurture and inspire, we encourage interactive creativity through our programme of festivals, workshops and other events for young people, families, writers, and professional creatives.</p> <p>We are also transforming our physical space with our bold and ambitious VISION 2021 capital development. Including a 172 seat Studio theatre and a reconfigured Front of House, as well as the reinstatement of our stunning outdoor performance spaces, our Theatre Campus will enable us to improve lives by sharing Pitlochry with the world and the world with Pitlochry.</p>		
Purpose and Key Accountabilities	<p>There are three key responsibilities in the post:</p> <ol style="list-style-type: none"> 1. Provide support to the Garden Manager and garden team members 2. Manage daily gardening and maintenance tasks throughout the whole campus 3. Caretaker of all things horticultural, maintaining a high standard of care through the gardens to both soft and hard landscapes and the nature around us. 		



Key Tasks:

<p>What you'll be doing</p>	<p>As a hands-on Garden Associate, you'll assist in making sure that the gardens are maintained to a high standard. You'll be passionate, enthused and knowledgeable about the varied plants within the garden or at least a keen willingness to learn. This role will include a range of practical horticultural tasks, to develop, enhance and conserve the garden and contribute to the delivery of projects and events through the year. You'll be helping with hard and soft landscaping and general maintenance of the garden. Tasks such as mulching, pruning, leaf clearing, composting and weeding will be expected weekly. You'll support with the planting and maintenance of trees, shrubs, and herbaceous plants taking care of our rare collections. You'll be helping to cut the hedges and mow our lawns around the campus. You'll also take ownership of specific areas of the garden ensuring the highest standards are maintained and healthy plants are available for our visitors to enjoy.</p> <p>Once in place, you will be expected to support garden volunteers or junior apprenticeships and help them to make the most of their time here.</p> <p>You'll be expected to interact with the public daily, answering the many questions, or help with garden workshops, tours and helping set up events when needed.</p> <p>A must is the ability to work in all Scottish weather come rain or shine.</p>
<p>To be successful in this role you should be able to demonstrate</p>	<ul style="list-style-type: none"> • Have proven practical gardening experience, as well as a sound knowledge of plants/trees and continued willingness to learn about our rare collections • Confidence to participate in garden activities and events • Competent with machinery/equipment use and maintenance, ranging from petrol, to small handheld tools • Practical experience in general building maintenance.
<p>Responsibilities</p>	<ul style="list-style-type: none"> • Weed and turn over beds • Mowing, Strimming, Hedge work • Leaf clearance • Planting • Plant maintenance • Cutting back • Composting • Safe use and care of power tools • General garden maintenance • Knowledgeable about health and safety • Any other duties asked for
<p>Compliance</p>	<p>Ensure compliance with data protection.</p>



Pitlochry Festival Theatre | +44 (0)1796 484626
 Registered Office: Port-Na-Craig, Pitlochry **PH16 5DR**
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Environmental	To support the Executive Director, as Chief Executive of the organisation, and the nominated Green Champion in meeting organisational aims and ambitions for its environmental impacts.
Health and Safety	To support the Executive Director, as Chief Executive of the organisation, in their legislative duties under the Health and Safety at Work etc. Act 1974. Attend training as required to update knowledge and skills, and to be able to comply with relevant statutory requirements to a high standard.
Other	To champion and promote organisational values and behaviours and act as an ambassador for the Theatre. To always act in the best interests of the Theatre and in line with all company policies. Any other duties or projects required by the Executive Director or Board of Trustees to ensure the general smooth and efficient operation of the buildings and organisation. Assist the Department with work experience placements, offering work shadow opportunities, training and mentoring as required. Actively promote staff welfare, development and training opportunities throughout the Theatre.

This job description is indicative and will be reviewed after the probationary period as well as annually as part of job appraisal processes.

Person Specification

Our purpose and our values

We exist to improve lives by sharing Pitlochry with the world and the world with Pitlochry.

We do this:

- By creating theatre that excites, engages, and challenges.
- By inspiring imaginations, senses of adventure, and new levels of understanding that change worlds.
- By nurturing environments to encourage wellbeing, growth, connection, and a sense of belonging.
- By exploring new ways of seeing and collaborating.

This post will suit an enthusiastic person, who enjoys working outdoors around nature and plants. There is potential to grow the role and make a real difference to Pitlochry Festival Theatre. The successful candidate will need to be interested in all things gardening and maintenance with a willingness to learn more about the unusual plants we have and the theatre around us. Some experience of gardening and horticulture would be an advantage, but the ability to bring a practical experience and personal skills, attributes and enthusiasm to the post is just as important.

The successful candidate will need to be able to demonstrate the following skills, experience and attributes in both the written application and the interview process:



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Requirements	Essential	Desirable	Assessment Method
Qualifications & Education requirements		First Aid qualification Gardening qualification	
Skills and Abilities	Demonstrable people skills, able to motivate and enthuse juniors, volunteers and colleagues, combined with an ability to listen and understand how to take matters forward. To enjoy talking to the public and meeting new people.		
	Excellent time management skills		
		Be able to use various power tools safely.	
		An understanding of rare plants.	
	Practical experience		
	Adhere and promote health and safety within the work place and be able to report any safety issues immediately to your line manager.		
	Be able to do simple maintenance tasks around the garden and main campus buildings when asked.		
Interpersonal skills	Comprehensive and flexible communications skills – including the ability to help to upkeep the database of plants and comprehensive labelling of botanical plants and trees		
	A flexible approach that enjoys managing several things at once while keeping a clear overview.		
	A friendly person that enjoys working with a wide variety of people and is a team player.		



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Requirements	Essential	Desirable	Assessment Method
Personal qualities	Energetic and committed with a clear focus on achieving results and willing to go the extra mile.		
	A systematic well organised person who takes pride in the quality and sustainability of their work.		
	Someone who is excited by the challenge of restoring a botanical garden and building a new vision of colour throughout the year.		
	An interest in the performing arts/theatre would be an advantage.		
	Willing to learn and support your team		



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