



JOB DESCRIPTION

JOB TITLE:	School Biodynamic Gardener
DEPARTMENT:	Farm
RESPONSIBLE TO:	School Farm Manager
FIELD OF PRACTICE:	Practical Skills and Therapeutic Education (Field 1 and 3)
SALARY/ GRADE:	MS1: MS2: MS3: MS4: £22,619-£33,437 (Dependant on skills and experience)
HOURS:	40 Hours per week, 52 weeks

VISION AND VALUES

The post holder will be expected to support, embrace, articulate and work with Sunfield's vision, values and purpose which is drawn from a long history of appreciation and integration of Rudolf Steiner's insights into human development. This is then braided with a practical, purposeful and therapeutic education and a homely and nurturing living environment that supports the physical, emotional and spiritual development of each child and young person who attends Sunfield. In addition, Sunfield supports families and carers, and looks to advance the public understanding through education and research.

The post holder is expected to treat each person, student and staff, with dignity and respect, ensuring high aspirations are met, and contribute to shaping the learning community of the School and home as part of Ruskin Mill Trust, always remembering that our core purpose is to improve the education and lives of our students and adults.

The post holder will be expected to travel on an occasional basis between the Trust's sites, and to and from other places as the Trust may reasonably require. Evening and weekend working will be on occasion, required.

LIASON

To liaise with all staff employed by the Sunfield, Ruskin Mill Trust, professional bodies, external consultants, and any outside bodies as and when required.

JOB PURPOSE

To work with the School Farm Manager and the Land Team to maintain and develop the aesthetic and coherence of the school grounds, residential gardens and wider estate

To provide tutoring session and deliver OCN qualifications for students from local RMT colleges and older children at Sunfield.

The post holder will be expected to embrace, articulate and work with the Trust's objectives, vision, values, purpose and method, ensuring that the Trust's paradigm of biodynamic agriculture, Anthroposophical medicine and practical skills education, which is informed by Steiner Education, is maintained, implemented and integrated within the provision of the College.

The post holder is to contribute to the whole life of the College and Trust, always remembering that our core purpose is to improve the education and lives of the young people at the College.

The post holder will be expected to travel on occasional basis between the Trust's sites, and to and from other places as the Trust may reasonably require.

Evening and weekend working will be required.

STATEMENT OF RESPONSIBILITIES

- To develop a new vision for the overall aesthetic of planting and landscaping of formal and informal amenity gardens, including residential gardens at Sunfield.
- To work closely with the school and residential community in developing a coherent therapeutic picture of the landscape place of Sunfield.
- To integrate into the maintenance work, groups of students from Argent College and older students from Sunfield:
- To tutor students using Practical Skills Therapeutic Education and meaningful practical activities.
- To deliver OCN qualifications to applicable students
- To plan sessions and record progress for students
- To ensure that students are engaged and provide differentiation to meet their needs
- To liaise with the educational teams at both Sunfield and the local RMT colleges to ensure all the students needs are met.

- To organise and carry out seasonal work to grass, formal and informal planted areas and woodlands to ensure that Sunfield's educational and residential grounds are attractive, safe and tidy
- Implement improvement/maintenance for all beds – seasonal planting, weeding, mulching, forking etc
- Implement improvement/maintenance for all shrubs and non-agricultural hedges – pruning, seasonal planting, cultivation etc.
- To carry out general maintenance to estates infrastructure (benches, gates, fences etc)
- Removal of leaves, litter and debris from paths, lawns, steps, gutters, drains, gullies
- To work entirely within organic/biodynamic principles.
- To ensure that all tasks are carried out with a high regard to safety.
- To work as part of a team and to communicate and collaborate with other staff on the site as required.
- To be involved, as requested, in the planning and development of the site in conjunction with the land team or other relevant teams.
- To ensure that all equipment is well maintained and properly stored and to source equipment and materials where necessary.
- To organise and work with, when required, with trainees and volunteers in the upkeep of the school and children's home ground
- To attend meetings and supervision as required.
- To deliver training or development opportunities as required

MANAGEMENT OF STAFF & RESOURCES

- This role does not have line management responsibility for staff but will at times lead groups of trainees and volunteers.

PROFESSIONAL DEVELOPMENT

- Participate in arrangements for the supervision and appraisal of your own performance.
- Take responsibility for improving your own professional development by keeping abreast of current best practice and through appropriate professional development, responding to advice and feedback from colleagues. Keep abreast statutory frameworks which set out our professional duties and responsibilities and upskill the home team accordingly.

- Participate in arrangements for their own further training and professional development including (but not limited to) Safeguarding, Safer Recruitment, HR Policy, Reflective Supervision and CALM (behaviour management) training.
- Learn how to access a range of resource material to support your own and other's professional development and learning

SAFEGUARDING

- Read, understand and adhere to the Sunfield safeguarding policy and procedures.
- Staff to be made aware of what action to take if they have a concern about the conduct of a colleague, the home manager or any member of staff employed at Sunfield and how to report these in accordance with the Sunfield policy and procedures.
- Ensure all staff are aware of the NSPCC Whistleblowing Helpline.

OTHER PROFESSIONAL REQUIREMENTS

- To reflect the philosophy of our Mission Statement in their everyday practice.
- To attend and participate in staff in-service training days as directed.
- To participate in work related continued professional development (CPD) and supervision programmes and develop professional and personal skills to achieve agreed targets.
- To work co-operatively with other staff within the Sunfield.
- To work with children and young people within Sunfield as and when required.
- To maintain a 'duty of candour' and to be open and honest at all times, ensuring that concerns are raised promptly through the appropriate management routes.
- To be responsible for the care and development for your working area.
- May, from time to time be required to work additional hours as shall be necessary to discharge properly your duties and responsibilities outlined in this job description.
- To undertake any other duties appropriate to this level of post which will evolve as the job progresses until the job description is reviewed.
- **Safe Working Practices for Adults working with Children** - It is the responsibility of each employee to carry out their duties in line with Sunfield Children's Home culture of safe working practices for Adults working with children and young people and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. Each employee should act as an exemplar on these issues and must, where appropriate, identify and monitor training for themselves and any employees they are responsible for. To comply with all the policies and procedures of the School including the Sunfield Safeguarding (Child Protection) Policy and Procedure.
- **GDPR and Data Protection Act** - The post holder is required to comply with the above legislation and maintain awareness of the school's policies and procedures relating to GDPR 2018 and Data Protection Acts. Attention is specifically drawn to the need for confidentiality in handling personal data and the implications of unauthorised disclosure.
- **Equality and Diversity** - The post holder will be required to comply with and maintain awareness of Sunfield Children's Home policies relating to Equality and Diversity.
- **Health and Safety** - The post holder must at all times carry out his/ her responsibilities with due regard to Sunfield Children's Home policy, organisation and arrangements for Health and Safety at Work.
- **Flexibility** - All staff will be expected to accept reasonable flexibility in working arrangements and the allocation of duties to reflect the changing roles and responsibilities of Education and Children's Services. Any changes arising will take account of salary and status. They will also be subject to discussion with individuals or sections affected and with appropriate Trades Unions.

This job description sets out the duties and responsibilities of the post at the time it was drawn up. Sunfield is continually striving to improve their provision, therefore duties may vary with time, but will always be of a level commensurate with salary. This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment. Where the post holder is disabled or becomes disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If, however, a certain task proves to be unachievable job redesign will be given full consideration.

PERSON SPECIFICATION
School Biodynamic Integrative Gardener

ESSENTIAL	DESIRABLE
Qualifications	
<ul style="list-style-type: none"> • GCSE or equivalent English and Mathematics at Grade C or above. • Formal Qualifications or equivalent experience in practical amenity Horticulture. • Full, clean driving licence. 	<ul style="list-style-type: none"> • Teaching Qualification
Experience/ Knowledge	
<ul style="list-style-type: none"> • Experience of developing a coherent picture for a site, working with stakeholders to find designs/forms which enhance the therapeutic experience of place. • Experience of managing and prioritising a varied workload ensuring completion of tasks within deadlines • Experience of working in horticultural environments with a wide variety of planting and maintenance tasks • Experience/qualifications in operating and maintaining horticultural machinery (strimmer's, mowers, hedge trimmer etc.) or at the least willingness to complete trainings • Good working knowledge of plants and Horticultural environments 	<ul style="list-style-type: none"> • Experience of working in an education or other public sector environment • Experience of completing hard and soft landscaping projects to a high standard • Computer literate with sound working knowledge of Microsoft Office applications; Outlook, Word and Excel in particular
Skills and Abilities	
<ul style="list-style-type: none"> • Good interpersonal communication skills in order to form cohesive working partnerships • Excellent organisational and co-ordination skills to prioritise and complete projects in order of urgency • Ability to demonstrate high levels of motivation to ensure projects are completed within set timeframes • An aesthetic and orderly approach to environments • Ability to demonstrate flexibility and openness to complete projects as instructed at short notice 	
Personal Qualities	
<ul style="list-style-type: none"> • Willingness to understand biodynamic and organic principles • Keen interest in the natural world, plants and horticulture • Willingness to embrace, articulate and work with the Trust's objectives, vision, and values • Commitment to promoting and safeguarding the welfare of students, children and vulnerable adults 	

<ul style="list-style-type: none"> • Ability to manage and interact with others in a supportive and participative manner • A commitment to ensuring equality of opportunity with the ability to promote diversity in relation to both staff and students. 	
Other	
<p>Demonstrate a commitment to:</p> <ul style="list-style-type: none"> • Equality of opportunity • Promoting Sunfield school vision • High quality, stimulating learning environment • Relating positively to and showing respect for all members Sunfield and its wider community • Ongoing relevant professional self-development • Safeguarding and child protection 	