



Apprentice Gardener – Edzell Castle

Closing Date: Wednesday 29th May, midday

Expected Interview Date: w/c 10th June

Recruitment Reference:

HES/24/120

Starting Salary:

£24,454 per annum

Salary Range:

£24,454- £25,331 per annum

Pay Band:

Apprentice

Directorate:

Operations – Central Region

Location:

Edzell Castle

Line Manager:

Jim Robertson, Works
Manager

Contract Type:

Four-year fixed term

Working Hours:

Full Time – Annualised 35
hours per week, split
between Summer and Winter
weeks.

Thank you for your interest in the post of Apprentice Gardener – Edzell Castle with Historic Environment Scotland, based at Edzell Castle, Edzell, DD9 7UE. This is a four-year fixed term and pensionable appointment.

About us

We are the lead body for Scotland's historic environment; a charity dedicated to the advancement of heritage, culture, education and environmental protection. We're at the forefront of researching and understanding the historic environment and addressing the impact of climate change on its future. We investigate and record architectural and archaeological sites and landscapes across Scotland and care for more than 300 properties of national importance. We have a People Strategy, which is an overarching strategy to ensure we support and develop staff within the organisation.

Our Vision

Our vision is that Scotland's historic environment is cherished, understood, shared and enjoyed with pride by everyone.

Our Priorities

- The historic environment makes a real difference to people's lives
- The historic environment is looked after, protected and managed for the generations to come.
- The historic environment makes a broader contribution to the economy of Scotland and its people
- The historic environment inspires a creative and vibrant Scotland
- The historic environment is cared for and championed by a high performing organisation.



Overview of the post and information about the team

The Edzell Castle monument conservation unit consists of one full time Gardener who is responsible for the upkeep of the walled garden and the grounds around the Castle. The Gardener is managed by the Works Manager at Arbroath Abbey where there are three Stonemasons and one Gardener. You may be asked to work at both Edzell Castle and Arbroath Abbey from time to time. As part of your apprenticeship, you will be expected to spend time away from your normal place of work or on college placements and through relevant work placements across Scotland – please note that work placements may mean spending time away from home.

Key responsibilities, duties and objectives

You will undergo a four-year apprenticeship and attend Dundee and Angus College once a week at Kingsway Campus, Old Glamis Road, Dundee, DD3 8LE at where you will learn all aspects of horticulture and grounds maintenance within a historic landscape.

- Attend college and gain Horticulture SVQ at [SCQF Level 5](#).
- Assist the Gardeners and learn about the maintenance of the formal garden at Edzell Castle. This will include weeding, planting, mulching and the propagation of plants utilising the onsite greenhouse.
- You will be expected to study the various plants that are grown and recognise them to have the ability to pass on the information to anyone who enquires.
- Assist in the maintenance of the fine lawns, undertaking mowing, scarifying, aerating, application of herbicides and fertilisers.
- Use and maintain tools, equipment and machinery such as petrol driven ride-on mowers, pedestrian mowers, strimmer's and hedge cutters.

Post Competencies

You will be assessed against these competencies during our selection process.

Core Competencies:

- Delivering excellent Service – Demonstrating a commitment to quality services
- Teamwork - Contributing to and supporting working together
- Planning and Organising - Putting plans and resources in place to achieve results
- Communication - Communicating appropriately and clearly
- Knowledge & Expertise - Applying and developing knowledge and expertise to achieve results - (See below for specific criteria)

Knowledge, skills and experience

You will be required to demonstrate that you meet the requirements and qualifications below as part of the selection process.

Essential requirements:

- Demonstrate a keen interest in horticulture
- A basic understanding of what a gardener's works activities are



Desirable requirements:

- Give an example of a situation which demonstrates that you can competently use hand tools.
- Give an example of any work experience you may have been involved in that can be applied to the post on offer.
- Full UK driving licence

Qualifications & Professional Memberships:

[SCQF Level 4](#) or above in:-

- English and a Numeric subject or
- Crafts/Design/Technical subjects (or similar) which shows skills in executing a practical task.

Alternatively, substantial relevant experience in this type of work may be acceptable to academic qualifications.

Health Screening:

Given the nature and working environment of this role; a pre-employment health screening will be undertaken for the successful post holder – Any offer of employment will be subject to satisfactory checks.



What we offer

We welcome applications from all nationalities, ensuring that they have the right to work in the UK and applying for a job with us could open the door to a unique work environment. It could also give you job satisfaction and excellent development opportunities, plus a competitive salary, 25 days paid holidays (rising to 30 days after 3 years' service) and 11.5 public holidays a year – pro rata for part time staff.

In addition, we offer a great benefits package to our employees which includes:

- flexible working hours
- special leave
- maternity/paternity leave
- adoption leave
- to pay for relevant professional subscriptions
- support for further education and personal development
- study leave for work related courses
- access to a learning resource centre

Health and welfare

We offer you access to:

- our Employee Assistance Programme – for confidential advice and counselling
- an occupational sick pay scheme
- discounts at some local authority leisure facilities
- interest free loans for bicycles (and travel passes)
- As part of our Equalities policy, we will make any reasonable adjustments for staff when needed.

Staff discounts

You will receive:

- free entry to all of our properties (with up to three guests)
- free entry to English Heritage, Manx and Cadw properties
- 20% off purchases in our retail outlets

Season tickets

You can get an advance to help with the cost of buying an annual season ticket for travel between home and work. The advance is then repaid from your salary over the life of the season ticket. Open to all permanent and fixed-term staff.



HISTORIC
ENVIRONMENT
SCOTLAND

ÀRAINNEACHD
EACHDRAIDHEIL
ALBA

How to apply for this post

You can apply on-line by visiting our website at <https://applications.historicenvironment.scot/>

Guidance on completing the application can be found in the 'Guidance notes for applicants' document, also available at the above website, which we recommend that you read, in conjunction with this Job Description.

Your application must arrive by the advertised closing date. Please note that when applying online, we will only be able to see your application once you fully submit it.

If you are unable to complete an online application form, please email centralrecruitment@hes.scot, quoting the job title and recruitment reference, and we will arrange for an application form to be sent to you.

Please note that, as we operate an electronic recruitment system, we will contact you via the email address that you provide in your application to inform you of the outcome of your application.

For further information about the post, please contact Jim Robertson, Works Manager at email address: jim.robertson@hes.scot

We welcome all applicants from under-represented groups within HES. We know from our [equality monitoring](#) that we need to increase our diversity in terms of ethnicity and disability. We also want to address occupational areas where the ratio is disproportionately in favour of women or men. We ask all applicants to complete the Equality Monitoring section of the recruitment paperwork to help us pursue a diverse and inclusive workforce. In support of our Gaelic language plan, we welcome applications from Gaelic speakers.

Thank you.

Human Resources
Historic Environment Scotland