

<b>Role:</b> Groundsperson (Estate Worker)	<b>Region:</b> North-East
<b>Reports to:</b> Operations Manager Aberdeenshire West	<b>Pay Grade:</b> Grade 1 - £27,976 per annum
<b>Location:</b> Craigievar Castle, Alford, AB33 8JF	<b>Type of Contract:</b> Permanent, Full-Time, 40 Hours Per Week
<b>Terms and conditions</b>	
40 Hours (P/W)	

### **JOB PURPOSE**

This job exists in order to ensure that the grounds and policies of the property are managed and maintained as a recognised landscape of outstanding historical importance, contributing to the property's overall conservation and development, and its enjoyment by visitors.

### **KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

- Ensuring the conservation and practical maintenance of the grounds, (excluding Gardens) etc., – whether through delegation to other staff/volunteers, or personal participation - in terms of ensuring best practice is followed in:
  - Health & Safety ensure you follow all relevant and appropriate Risk Assessments and that as part of the grounds team, operate to activity procedures
  - Complete all relevant Health, Safety and Welfare logs, relevant to the role , and ensure compliance with legislation where appropriate.
  - Assist in delivery of all operations to ensure all grounds are managed to reduce risk to the visiting public, other staff, buildings etc.
  - Have an awareness of specific environmental risks relevant to ground's operations, e.g. Weils/Lyme's Disease
- Ensure all work is delivered to the highest standard as agreed by the on-site management and directed by Landscape Manager
- Working as a member of the property team and alongside the Northeast Ranger Service at times, in preparing the grounds for visitors' enjoyment, this will include:
  - Drainage works, conservation of the Property Health +Safety.
  - Assist with waste disposal, (ranging from domestic waste bins to large scale skip and recycling)
  - Grass Cutting
  - Hedge Trimming
  - Pathways, Boardwalk, small bridge repairs.
  - Assisting in responding to faults identified during in-house inspections/ insurance inspections
  - Assisting with brush/ scrub/ tree clearance
  - Road maintenance, (remedial work to pot-holes)
  - Fencing
  - Repair & maintain signage
  - Other tasks as required
- Recognition of the Trust's Environmental Policy with respect to sustainable ground-keeping activities, including energy, water, pesticide-use & waste management;
- Assist with event set-up and operations as required

## **REQUIRED QUALIFICATIONS, SKILLS, EXPERIENCE & KNOWLEDGE**

### **Qualifications**

- NPTC- PA1/PA6 Units in spraying or willingness to be trained
- First Aid certificated or willingness to be trained
- LANTRA certificated, or acceptable alternative in use of Agriculture machinery (mini tractor with attachments), Brush Cutters, and Strimmer's or willingness to be trained
- A full clean driving license, valid for driving within the UK

### **Skills, Experience & Knowledge**

#### **Essential**

- Sound knowledge of basic tool and machinery use and maintenance;
- Ability to learn good Health and Safety processes and procedures and the ability to work effectively within these processes;
- The ability and confidence to interact politely with visitors & skills in dealing with the wider public generally. The ability to represent the Trust when speaking with visitors.
- An understanding and commitment to the aims and objectives of the National Trust for Scotland.
- Living the values of the National Trust for Scotland and encourage colleagues to do the same
  - The ability and willingness to understand others' perspectives and to consider the impact of your actions on them and to adapt your actions as necessary.
  - The ability and willingness to learn and try new things, to be flexible and step outside of your comfort zone.
  - An open and honest way of communicating, ready to ask others for their ideas and to be open to hear and consider different points of view.
  - A pro-active approach to taking initiative and to driving forward ideas and projects designed to improve daily operations and deliver an exceptional visitor experience.

#### **Desirable**

- Experience of working within an estate team

## **SCOPE OF JOB**

### **Technical**

- Responsible for carrying out reasonable instructions given by Line Manager or designated individual.

### **People Management**

- Is not a line manager, however, may be required to work with and/or supervise students, volunteers and from time to time
- Will have regular daily interactions with members of the public of all ages and abilities

### **Finance Management**

- Is not a budget holder, but will have responsibility to use the resources of the Trust with care

### **Tools/Equipment**

- Will be a frequent user of driven vehicles such as tractors, ride-on mowers, Grounds vehicle and other maintenance equipment
- Will be a frequent user of hand-tools such as spades, forks, picks, rakes

**The Key Responsibilities, Scope of Job, and Required Skills, Experience & Knowledge reflect the requirements of the job at the time of issue. The Trust reserves the right to amend these with appropriate consultation and/or request the post-holder to undertake any activities that it believes to be reasonable within the broad scope of the job or his/her general abilities.**

## **How to Apply**

Interested applicants should forward their Curriculum Vitae (CV) or an Application Form to the People Services Department (Applications) by email via [workforus@nts.org.uk](mailto:workforus@nts.org.uk) by Sunday 8<sup>th</sup> March 2026.

Please ensure your CV includes your full name and contact details, the CV file sent to us should be titled your first initial and surname. When submitting your CV please state the position and job location of the vacancy you are applying for in the subject title or body of your email: For example, "Groundsperson - Craigievar"