NATIONAL TRUST *for* SCOTLAND

**Job Description** November 2026

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| **Role:** Propagator/Gardener | **Region/department:** Highlands and Islands |
| **Reports to:** Head Gardener, Inverewe | **Pay Band/Starting Salary:** Grade 3 - £31,055 per annum |
| **Location:** Inverewe Garden, Poolewe IV22 2LG | **Type of Contract:** Permanent, full-time |
| **Terms and conditions**<br>*The post is subject to the standard terms and conditions provided with the application pack and the following special terms also apply: hours of work = 40 per week on 5 days out of 7 days and at times to suit the needs of the job (this will include regular weekend duties). Accommodation maybe available should it be required.* | |

**KEY PURPOSE**

To assist in the maintenance of Inverewe Garden as an internationally-recognised garden of outstanding horticultural importance, contributing to its conservation and development and to its enjoyment by visitors and supporters. The post holder will take the lead in managing the propagation needs of Inverewe, ensuring its signicant collection of plants is conserved and enhanced.

**KEY RESPONSIBILITIES**

The Key Purposes of the job will be met by:

1. Undertaking responsibility for the propagation, conservation and enhancement of the Garden's plant collection in accordance with Trust policy and the Head Gardener's direction;
2. Day-to-day management of the propagation areas (including glasshouses, polytunnels, cold frames, potting areas and associated equipment) for plant production, both grown on-site and stock bought in, to ensure that they are productive, efficient and cost-effective and maintained to a high standard;
3. Ensuring compliance with the Trust's health, safety, and environment policies and procedures, in particular that Inverewe's propagation activities conform to acceptable standards of environmental protection, e.g. in the use of pesticides or peat, and in methods of refuse disposal
4. Ensuring that all aspects of plant recording (accessions, movements and deaths), including input onto the Trust's Iris plant records database, and plant labelling, are routinely and efficiently processed
5. Supporting the plant sales facility as directed, including raising selected "Inverewe" stock
6. Undertaking the maintenance of designated garden areas to include the proposed public display glasshouse, and being responsible for it's horticultural maintenance and presentation to the required standards expected by the Trust and for the maximum safety of, and enjoyment by, visitors;
7. When appropriate, supervising and working with volunteers and/or students to ensure they deliver required outputs at the appropriate standard, and gain benefit/satisfaction from their activities;
8. As requested, assisting with education/interpretation activities such as introductory talks and guided walks;
9. On occasion, contributing to the review and development of property action plans and operational workplans for the garden;
10. Fostering positive relationships with local communities, promoting the work of the Trust, and actively seeking opportunities to increase Trust membership;

The current duties of this job do not require a criminal records (Disclosure Scotland) check to be carried out.

## SCOPE OF JOB

People Management

- Not a line manager but will supervise and instruct volunteers/students and other gardeners under instructions from Head Gardener or First Gardener's.
- On occasion, In the absence of both the Head Gardener and First Gardener's, to take responsibility for the day-to-day supervision of the Garden team and health and safety procedures;
- Will work closely with other property colleagues, and will have some interaction with other technical/specialist advisory colleagues based in other locations and departments (e.g. Gardens department);
- Will have regular (daily) interaction with members of the public of all ages and abilities.

Finance Management

- Not a budget-holder.

Tools/equipment

- Will be a user of driven vehicles such as tractors, ride-on mowers and road vehicles;
- Will be a frequent user of hand-tools such as spades, forks, trowels, rakes, hoes, shears, and secateurs;
- Will be required to wear the designated clothing, and recognise that the role involves representing the NTS when meeting and dealing with members of the public as part of day-to-day work.

## REQUIRED SKILLS, EXPERIENCE & KNOWLEDGE

The above outlines the key skills the post-holder will need to possess and exercise. In addition, either knowledge of or experience in the following is required:

Essential

- NVQ/SVQ Level 3 (or equivalent) and at least three years relevant practical experience, including working in a similar large garden/nursery with specialist collections
- Demonstrable skills and experience in a broad range of propagation techniques
- Eye for detail and finish
- Sound plant knowledge and identification skills
- Competent IT skills sufficient for maintaining plant records, use of the internet/intranet, assisting trainees/apprentices, distance learning and willingness to be trained on specialist plant labelling laser equipment
- Experience of managing, supervising and instructing staff and volunteers
- PA1 and PA6a spraying certificates, or willingness to be trained in the use of pesticides and to exercise that training
- Knowledgeable about general amenity gardening, eg managing herbaceous plants and bulbs
- Sound knowledge of basic tool and machinery use and maintenance
- Practical knowledge of Health and Safety processes and procedures and the ability to work effectively within these processes
- Excellent interpersonal and communication skills; confident and competent in interacting and dealing with a wide range of people; and able to represent the Trust

- An effective team member
- Self motivated with good organisational and time-management skills – including the ability to prioritise work
- Driving Licence, valid for driving within the UK
- Able to live and work in a relatively remote rural environment with little public transport

Desirable

- Knowledge across the broad range of plants: woody, woodland, half hardies, alpines, vegetables
- Experience of plant recording and plant labelling techniques
- Tractor driving certification and experience
- Experience of working in a garden open to the public
- Experience of leading guided walks
- Experience of working in a mixed-team that includes short-term/seasonal staff and/or volunteers and students.

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

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, by 9th January 2027.

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 "Gardener - Culzean"

Interview dates will be week commencing 1st February 2027