



Role profile

Title: Gardener (Estates Team)

Reporting to: Maintenance Manager

Purpose of Role: To undertake gardening duties at appointed Care Home(s) and maintain and present the Homes' gardens and grounds to a highest standard in order to help HC-One to become the First Choice Care Home in the community. To be responsive and flexible as the needs of the Homes change.

Key Responsibilities & Accountabilities

Primarily working across multi-sites, with potential cover to work across other homes as and when required

Effective engagement and communication with Residents, the Home Manager and other colleagues and visitors.

Undertake gardening duties and tend to all gardens, including (but not exclusively) the planting of seasonal foliage, grass-cutting, shrubs and pruning, watering of hanging baskets, eradication of weeds, tidying of all pathways, walk ways and drive ways surrounding areas within the care home grounds.

Carry out gutter and drainpipe clearing, maintenance and repair as required.

Undertake general maintenance of the gardens to a high standard to ensure the home maintains a clean, homely environment to meet the needs of Residents, visitors and colleagues.

Undertake the painting of all external fencing and garden furniture contained within the homes gardens and to ensure the maintenance and repair (including painting) of all fences.

Undertake maintenance of gardening machinery and tools and carry out tests and checks as laid out and required by HC-One.

Undertake planting of season flower boxes and hanging baskets to ensure the presentation of the home is welcoming.

Complete mandatory and specialist training related to your role, on or off site as and when required to maintain, update professional knowledge and competence.

By working / co-ordinating closely with the estates team, undertake all salt gritting and snow clearance as required.

Ensure that chemicals (insecticides) paints, proprietary cleaners and varnishes are used and stored only in accordance with manufactures instructions and guidelines.

Ensure areas in which any painting and / or varnishing work is being done is well ventilated and safe for the Residents, colleagues, external visitors and clients in and around the home. Ensure all equipment used is clean, safe and well maintained

Understand and ensure the implementation of the care homes health and safety policy and emergency and fire procedures, promoting safe working practise in the care home.

Ensure the security of the care home and any work vehicle is maintained at all times.

Ensure that all information of confidential nature gained in the course of duty is not divulged to third parties.

Carry out any other tasks that may be reasonably assigned to you.

Health & Safety

Report immediately to the Maintenance Manager, Home Manager, or Person in Charge, any illness of an infectious nature or accident incurred by a Resident, Colleague, self or another.

Understand and ensure the implementation of the Care Home's Health and Safety policy, and Emergency and Fire procedures

Person Specification

	Essential	Desirable	Evidence
Qualifications and Knowledge	<p>Detailed knowledge and understanding of, and ability to perform and apply skills independently in:</p> <ul style="list-style-type: none"> Gardening/Horticulture Outdoor repair & maintenance 	<p>Relevant/appropriate gardening/trade qualification or certification (at Level 2 or equivalent)</p> <p>Horticulture qualification</p>	<p>Application Form</p> <p>Interview/ Assessment</p> <p>Certificates</p>
Skills	<p>Gardening skills</p> <p>Verbal and written communication skills</p> <p>Record keeping</p> <p>Time management</p> <p>Organisational skills</p> <p>Attention to detail</p>	<p>IT skills</p> <p>Numeracy</p>	<p>Application Form</p> <p>Interview</p> <p>Assessment</p> <p>References</p>
Experience	<p>Full Valid driving licence</p> <p>Hands on experience of gardening / grounds maintenance.</p>	<p>Working in a team in a people focused environment</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>

Share our Principles

Accountability — Involvement — Partnership

These principles are *what* we do at HC-One to achieve our vision of being the kindest care provider and the First Choice Care Home in the community.

Share HC-ONE Values

HC-One wants to attract, recruit, and retain its people, on the basis that their individual values and behaviours align with the values of HC-One.

1. **Kindness** – We are kind to everyone we care for, work with or meet at HC-One.
2. **Integrity** – We do what we say, keep our promises, and acknowledge any errors.
3. **Essential** – We prioritise what is important and then focus on those tasks.
4. **Simplest** – We are clear and straightforward in our communication.
5. **Best Value** – We focus on tasks that offer real value and look for the best value in everything we do.

It is these values based behaviours and competencies that will be measured during recruitment and selection and performance development reviews (Ascent).

The following applies to all colleagues:

You may be required to undertake other duties appropriate to your post and/or hours of work. The company may periodically review your role profile and update it to ensure it relates to the job being performed. It is the company's aim to reach agreement on reasonable changes, but if agreement is not possible the company reserves the right to insist on changes to your role description, after consultation.

Person Specification

Self-Awareness

- Conscientious - Wishing to do one's work well and thoroughly
- Diligent - industrious and rigorous in making things happen.
- Self-aware - regulates own performance through self-assessment, and can reflect and learn.
- Recognises and understands personal emotions and how they affect relationships and loyalty with and from others.
- Self-confident - with an eye for detail

Regulation

- Thinks before acting - able to suspend judgment until sure of position and actions
- Has trustworthiness and integrity – (*one's moral compass*) on which they are guided and will act.
- Organised - whilst open to change.
- Intolerant of poor quality and poor performance and acts quickly, yet with sensitivity to remedy.
- Committed - to people, their role and their Home with expertise in developing/recognising talent
- Action oriented and hands-on.

Internal motivation.

- Driven - to ensure own home is best in class, excellent / outstanding
- Supportive - selflessly give time to help others achieve their best.
- Curious - in learning of self and others.
- Self-motivated - a self-starter with a strong drive to achieve.
- Tenacious - determined and strong minded, following through to ensure effective delivery
- Resilient – is able to withstand difficult conditions and situations, remaining strong and an example to others

Empathy

- Understanding – of the emotional makeup of other people.
- Dedicated - to recruiting and developing the best teams and relationships
- Sensitive – to cross-cultural communities and issues
- Warm, engaging, kind and empathetic with a passion for Resident care and quality of life
- Grateful – is thankful, gracious and celebratory of others achievements

Social Skills

- Builds networks - Manages relationships, especially in the community and with commissioners and professional partners.
- Effective leadership – encouraging change, is persuasive, hard-working,
- Communicator – a problem solver with positive mind set, leading by example and through effective, simple and clear communication.