

<b>Role:</b> Grounds person – Estate Worker	<b>Region / Department:</b> North East
<b>Reports to:</b> Head gardener, Drum Castle	<b>Pay Band:</b> 2 Lower - £24,960 pro-rata, per annum
<b>Location:</b> Drum Castle	<b>Type of Contract / Working Hours:</b> 6 months Fixed term contract, 16 hours per week

## **JOB PURPOSE**

To assist in the maintenance of the grounds of Drum Castle, to ensure that the grounds are kept to high presentation standards. To contribute to the conservation and development of the outdoor features of the Estate, the wider grounds and in the Wall Garden.

## **KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

1. Undertaking day-to-day maintenance of the grounds at Drum Castle, to the high standard expected by the Trust, including but not limited to:

### **On regular basis**, depending on the season :

- Snow ploughing and road gritting
- Routine maintenance and checks of machinery, from compact tractors to smaller garden equipment
- Compost bays and yard routine management
- Grass cutting (pedestrian rotary mower and mounted rotary mowers) and lawn edging
- Strimming and leaf collecting
- Hedge cutting (on ground and elevated positions)
- Soft landscaping and soil work
- Mechanical weeding
- Minimal Litter clearing
- Assisting the garden team to provide visitors a pleasant experience, especially in terms of communication and self-presentation.

### **On occasional basis**, depending on the season :

- Assisting with planting
  - Path work and resurfacing
  - Fencing repairs
  - Assisting the garden team to prepare and deliver special events and occasions.
2. Ensure all activities undertaken are compliant with the property's Safe System of Work and Emergency Procedures.

3. Demonstrating self-motivation, good timekeeping and willingness to learn new techniques, especially regarding weed suppression management.
4. Undertaking such other reasonable duties as may be required from time to time to ensure the smooth running of the Garden and Estate operations, as required by the Head gardener.

*This role is not one for which the duties, responsibilities or accountabilities of the role require you to undertake a criminal records check.*

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

### **Qualifications**

#### Essential

- Full driving license valid for driving in the UK.
- Compact tractor driving qualification or proven equivalent experience

### **Experience**

#### Essential

- Solid demonstrable experience in driving and maneuvering compact tractors and agricultural trailers
- Solid demonstrable experience in executing a wide range of garden machinery use
- Solid demonstrable experience in using hand tools
- Competence at working from heights on ladders or scaffolding
- Practical knowledge of Health and Safety processes and procedures and the ability to work effectively within these processes.

#### Desirable

- Trailer towing and maneuvering (as per DVLA guidance) – to be a confident road trailer and tractor trailer user
- Experience of planting in general – trees and shrubs, perennials and annuals.
- Experience in woodland work and tree care
- Competence in lone working

## **DIMENSIONS AND SCOPE OF JOB**

### People Management

- Currently no line management responsibility but needs to be able to deal politely and courteously with all members of the public, colleagues and tradesmen/contractors.
- Ability to work with volunteers.

## Finance Management

- Is not a budget-holder.

## Key performance indicators and targets

- The ability to provide an efficient time keeping and productivity
- The ability to work in a small team with a wide range of colleagues and volunteers.

## Drum Castle non-glyphosate Grounds and Garden management

Drum is committed to the use of alternative methods for weed suppression so the candidate will be ready and willing to engage to new methods and equipment to suppress weeds. Training and inductions will be provided, if necessary.

The Key Responsibilities, Scope of Job, and Required Qualifications, 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.

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## **Applications**

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 2<sup>nd</sup> March 2025. 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"