

Role: Gardener	Region / Department: Edinburgh & East
Reports to: Head Gardener, Inveresk Garden	Pay Band: Grade 2 Lower, £24,960 pro-rata, per annum
Location: Inveresk Lodge Garden, 24 Inveresk Village Road Musselburgh, East Lothian EH21 7TE	Type of Contract: Fixed term to October 31 2025. Core Hours: 16 per week. Days and time to be agreed.
Cost Centre: 3INV	Activity Code: GAZ
Terms and Conditions: This post is subject to terms and conditions as outlined in your contract of employment and any subsequent amendments.	Hours of work to suit the needs of the post and may include working at weekends and public holidays.

CONTEXT

This hillside plant haven offers a sanctuary of tranquillity and a year-round feast for the senses. It is home to colourful borders and a heady mix of scents, including roses, honeysuckle and herbs.

The garden is split into two main areas, with sloping lawns and borders at the top of the hill and the wilder woodland and ponds below.

JOB PURPOSE

Under direction of Head Gardener, working primarily at Inveresk Garden within the formal garden, wild meadow and woodland setting to enhance the visitor enjoyment of the environment. There will be occasional joining up with the wider Edinburgh gardening team.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

Assisting with horticultural duties to deliver the optimum aesthetic standards expected with the safety and enjoyment of all who use the site paramount. Activities include:

- Grass Cutting, strimming, hedge-cutting and the raking up or collections afterwards.
- Cutting of lawn edges.
- Hand weeding of borders.
- Pruning wall plants, those in borders and elsewhere.
- Planting out (under direction of Head Gardener).
- Application of mulches.

Assisting with general property maintenance. Activities include:

- Litter picking.
- Maintaining paths.
- Use of bonfire to dispose of unhealthy plant material.

Assisting as required with the general enjoyment of the walled garden and surrounding woodland by:

- Responding to general visitor enquiries.
- Answering basic horticultural enquiries from visitors.
- Assisting at events held.

Ensuring compliance with The Trust's Health, Safety and Environmental policies and procedures to ensure safety of staff, volunteers and visitors and where practicable, sustainable horticulture.

Working with volunteers to ensure they deliver required outcomes to the appropriate standard, and ensure they benefit from their volunteering.

REQUIRED QUALIFICATIONS, SKILLS, EXPERIENCE & KNOWLEDGE

Qualifications

Essential

- Full Driving Licence, valid for driving within the UK.
- No formal educational qualifications required.

Desirable

- PA1, PA6 for working with pesticides.

Experience

Essential

- Previous experience in general amenity horticulture or groundskeeping.
- Experienced user of a wide range of hand tools and basic machinery.
- Confidence and competence to politely engage with visitors, staff and contractors, to represent the National Trust for Scotland when speaking with visitors.
- Some practical knowledge of Health and Safety processes and the ability to work effectively within them.
- Good personal organisational and time management skills- including the ability to prioritise work where necessary.
- Capable and comfortable with unsupervised lone working and equally able to work as part of a team.

Desirable

- A genuine love for gardening and garden maintenance.
- Experience of working in a garden open to the public.
- Competence and confidence in use of ride on mowers.

DIMENSIONS AND SCOPE OF JOB

People Management

- No line managerial responsibilities however will on occasion, supervise volunteers under instructions from Head Gardener.
- Will work closely with neighbouring property colleagues, will have occasional contact with advisory colleagues and specialist contractors.
- Will have regular interactions with visitors with a wide range of ages and abilities. This will include families and professionals who walk dogs.

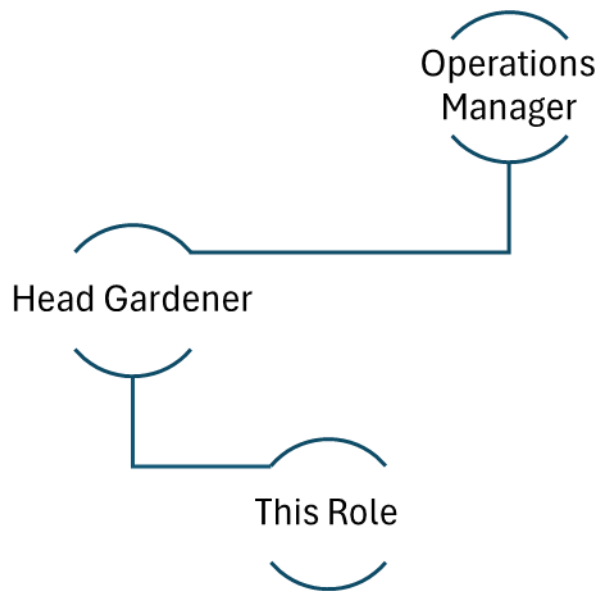
Finance Management

- Not a budget holder.

Tools / equipment

- Frequent use of ride on grass cutting machinery expected, infrequent use of strimmer or similar powered tools.
- Frequent use of hand tools such as forks, rakes, loppers and secateurs.

Place in organisational structure



The Purpose, Context, Key Responsibilities, and Person Specification 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.

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, by Sunday 16th February 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"