

JOB TITLE:	Relief Horticultural Trainer
SALARY:	£17.91 per hour
HOMEWORKING:	This post is not suitable for homeworking
RESPONSIBLE TO:	Facilities Manager
JOB PURPOSE:	To plan, deliver and develop horticultural training and therapeutic activities that support the physical, mental and social wellbeing of people with additional support needs, while contributing to the maintenance and development of the GROW Project, Botanic Gardens and associated services.

KEY DUTIES AND RESPONSIBILITIES INCLUDE:

- Actively promote a positive and collaborative workplace culture that supports the Charity's purpose of Making Life Better and i-care values to increase morale, productivity and performance.
- **Service Delivery and Training**
 - Plan, deliver and evaluate horticultural training programmes tailored to individuals and groups with a range of additional support needs
 - Support participants ("Grow Gardeners") to develop skills, confidence and independence
 - Create a safe, inclusive and supportive learning environment
- **Horticultural Operations**
 - Maintain and develop the GROW garden, polytunnels, nursery areas and wider Botanic Gardens
 - Undertake practical horticultural tasks and support participants in all aspects of gardening activity
 - Contribute to seasonal planning, planting, and crop production
- **Project Development**
 - Support the ongoing development of the GROW Project, including identifying opportunities for Growth, improvement and income generation
 - Contribute to the development of commercial activities and community engagement
 - Support the integration of Growing, harvesting and food preparation as part of a holistic wellbeing programme
- **Volunteer and Stakeholder Engagement**
 - Recruit, support and develop volunteers
 - Liaise effectively with parents, carers, support workers, social workers and partner organisations
 - Work collaboratively with HLH colleagues and external partners (e.g. Highland Council, NHS, BID)

- **Food Growing and Preparation**
- Support the Growing of fruit, vegetables and herbs within the GROW Project
- Work with Grow Gardeners to harvest and prepare produce for use in the onsite kitchen
- Promote understanding of healthy eating, food provenance and sustainability
- Ensure all activities are carried out in line with food hygiene and safety standards

- **Health, Safety and Compliance**
- Ensure all activities are delivered in line with health and safety legislation and HLH policies
- Carry out risk assessments and safe systems of work
- Promote safe working practices for staff, volunteers and participants

- **General Duties**
- Support the wider operations of Inverness Botanic Gardens and Nursery as required
- Ensure high standards of cleanliness and presentation across the GROW Project
- Act as a key holder where required and support opening/closing procedures
- Uphold HLH values, Code of Conduct and role model behaviours
- Maintain an awareness and knowledge of the risk management responsibilities appropriate to their role, as identified within the HLH Risk Policy and associated guidance documentation.

Other Duties:

You may be required to perform duties, appropriate to the post, other than those given in the job specification. The particular duties and responsibilities attached to posts may also be varied without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not themselves justify reconsideration of the grading. As a result of such variations it will be necessary to update this job specification from time to time.

Date: April 2026

High Life Highland (HLH) is committed to the protection and safeguarding of vulnerable groups, including children and protected adults and believes that they should never experience any kind of abuse. It has a responsibility to promote the welfare of those in vulnerable groups and to keep them safe and to practice in a way that protects them. HLH expects all those with whom the Charity engages to share this position. Where applicable, new positions will be subject to the appropriate level of Disclosure Scotland checking; identity checks (address, date of birth), employment/experience history, two references (one of which must be most recent employer, where appropriate), qualifications, Right to Work in the UK (where applicable). The above will apply to anyone working on behalf of HLH (paid or unpaid) including all board directors, staff, workers, volunteers, agency staff and students.

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ESSENTIAL ATTRIBUTES:

In order to be able to carry out the duties of this post effectively and safely, candidates will be able to provide evidence of the following:

EXPERIENCE

1. EDUCATION AND QUALIFICATIONS

Essential

- Good practical knowledge of horticulture

Desirable

- Horticultural qualification
- Qualification or training in Horticultural Therapy, Social and Therapeutic Horticulture, or a related discipline
- Qualification or training in Additional Support Needs (ASN), Health & Social Care, or a related field
- First Aid qualification

2. SKILLS / ATTRIBUTES GENERAL

Essential

- Experience of practical horticulture and gardening
- Experience of working with people with additional support needs
- Experience of delivering training, coaching or group-based activities

Desirable

- Experience of horticultural therapy or wellbeing-based programmes
- Experience of working with volunteers
- Experience of Growing, harvesting and/or working with fresh produce, ideally within a community, training or wellbeing setting

3. SKILLS / ABILITIES SPECIFIC TO THE POST

Essential

- Ability to plan and deliver structured training activities
- Strong communication and interpersonal skills
- Ability to motivate and support individuals with a range of needs
- Good organisational skills and ability to manage workload effectively
- Basic IT skills (e.g. Microsoft Office)

Specific to Role

- Good plant knowledge and practical horticultural skills
- Ability to work outdoors in all weather conditions
- Ability to undertake physical gardening tasks
- Flexible approach to meet operational needs

4. INTERPERSONAL AND SOCIAL SKILLS

Personal Attributes

- Empathetic, patient and supportive approach
- Ability to build positive and trusting relationships
- Professional, reliable and proactive
- Ability to work both independently and as part of a team
- Commitment to delivering high-quality services

Working Conditions

- Predominantly outdoor role in a horticultural environment
- Physical activity including lifting, digging, planting and general garden maintenance
- Requirement to work in varying weather conditions

Additional Requirements

- Ability to travel within the Highlands if required
- Willingness to undertake relevant training