

Project Leader (Horticulture)

RESPONSIBLE TO: Project Manager & Managing Director

LIAISES WITH: All departments and teams

MEASUREMENTS: Quality outcomes of services provided and growth of services

PURPOSE OF POST:

PRINCIPAL DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

- To manage, design, facilitate and deliver a range of outcome driven projects and programmes for different user groups on the subject of sustainable horticulture.
- Facilitate and co-produce group activities related to animal husbandry, rural crafts, woodwork, environment, wildlife, and cooking.
- To take responsibility for client development and project monitoring including record keeping.
- To take responsibility for the management of all growing areas on the farm.
- To assume a shared responsibility for the upkeep of the site.
- To plan and deliver corporate volunteer sessions.
- To build positive relationships with SweetTree Home Care Services colleagues, external organisations, teachers, support workers, corporate volunteers, social workers and other stakeholders.
- To promote the SweetTree mission through presentations, tours and/or marketing
- To preserve the independence & dignity of all clients.
- To attend regular SweetTree meetings.
- To ensure that SweetTree maintains its reputation as a premier provider of care & support to people in their own homes and in the community.
- To promote equal opportunities, respect diversity, different cultures and values.
- To carry out any other duties as stipulated by the Project Manager or Managing Director.
- To work in accordance with your job description/contract of employment and any policies and guidelines of SweetTree Home Care Services.
- To work in accordance with the Health & Safety Act 1974.
- To maintain confidentiality and observe data protection guidelines.
- To contribute to the overall development of the service and promote a positive image of all Clients and SweetTree Home Care Services.

- To participate in training courses/seminars held internally and by outside agencies and engage with continued professional development in fields related to health and social care and farming activities.
- To prepare for, attend and engage in regular facilitations, appraisals, training and performance reviews
- Adhoc duties as required by the Project Manager or Managing Director.

Essential Experience, Skills or Attitudes:

- Experience of working with young people, vulnerable groups or people with challenging behaviours.
- Extensive experience and/ or recognised training in sustainable horticulture.
- Good experience of supporting people in a group setting who have a variety of needs and being able to alter the session plan to ensure those needs are met
- Experience of planning sessions, projects and programmes.
- Candidates must be physically fit and have a passion for farming and love of the countryside
- Good literacy and basic computer skills
- Ability to follow plans and maintain records
- Good experience in at least one of the following: care planning, education, animal husbandry, horticulture, rural crafts, woodwork, environment and wildlife and cooking.
- Knowledge of first aid and health & safety issues relevant in outdoor sites
- Happy to work in an outdoor setting in all weathers.
- Proactive, independent and adaptable
- Be able to work using own initiative and adapt to changing circumstances.

WORKING CONDITIONS: This role could be full time 37.5 hours per week or part time 19.5 per week.

DRESS CODE: Practical and professional meeting Health and Safety requirements.