

Horticultural Support Worker At Growing Ability

Triangle Community Garden, Hitchin



JOB DESCRIPTION:

POST: Horticultural Support Worker at Growing Ability

RESPONSIBLE TO: Project Manager

PURPOSE OF POST: To deliver of a programme of social therapeutic horticulture sessions, for adults with learning disabilities and mental health support needs at the Triangle Garden's Growing Ability project, as part of a team of staff and volunteers.

SALARY: c£11.50/hr

HOURS: 9 hours/week over 3 sessions Weds 12.30-3.30pm, Thurs 9.00am-12 and 12.30-3.30pm

BENEFITS: 30 days annual leave pro rata (includes Bank Holidays)

ABOUT YOU

Essential Skills:

- A genuine commitment to the aims of our charity
- An understanding of the needs of adults with learning disabilities
- Demonstrable ability to relate professionally and respectfully to people with learning disabilities
- Physical fitness and ability to undertake safe manual handling practices
- Good verbal and written communication skills
- Good telephone manner and good level of spoken English
- Observant and sensitive to our gardeners' needs
- Ability to work both autonomously and as part of a team
- An understanding of gardening/ growing plants, flowers and vegetables,

Desirable Skills:

- Experience of working in community horticulture project.
- Knowledge of food hygiene/manual handling/health & safety standards and practices
- Strong social media skills to help us promote our work

MAIN RESPONSIBILITIES:

- Plan and deliver person-centred social therapeutic horticulture sessions.
- Help look after existing gardeners and volunteers while they are on site.
- Help gardeners devise and implement their gardener development plans.
- Plan and prepare of appropriate activities within site constraints.
- Record keeping relating to existing gardeners and volunteers as directed by the Project Manager
- Assist in the recruitment and assessment of new gardeners and volunteers.

Duties may include the following:

- Helping to set tasks according to the physical and mental needs and abilities of gardeners;
- Teaching gardeners horticultural tasks such as sowing seeds, setting out plants, planting out, lawn mowing, soil preparation and pruning;
- Educating gardeners to use tools and materials safely
- Helping gardeners record their activities and achievements by writing simple summaries, drawing pictures, taking photos or making video clips;
- Interacting with gardeners to develop confidence and self-esteem through their work;
- Assisting gardeners to improve their social and practical horticulture skills;
- Encouraging gardeners to gain pleasure from working with nature;
- Closely observing gardeners to monitor their progress;
- Assisting in the use of assessment methods and outcome measurement to record, monitor and evaluate gardener achievements;
- Assisting in the carrying out of regular one-to-one reviews of gardener's progress;
- Maintaining daily records, including job sheets, observation notes, time sheets and gardener portfolios/work books;
- Taking part in discussions with other professionals, such as care workers, social workers, and psychologists;
- Creating opportunities for gardeners to develop, establish and maintain personal relationships and social networks with other gardeners, which encourage greater participation and integration within Growing Ability
- Facilitating socialisation and social activities within sessions e.g. group discussions, walks, games, sport, group sessions, reading and writing;

To be successful in the role you will need to be able to:

- Empathise and actively listen to individuals in a sensitive manner, accessing appropriate additional support where necessary
- Preserve the independence & dignity of individuals as much as possible.
- Report any changes/issues concerning members or the care being provided to them, to the Project Manager
- Read and abide by procedures set out in the Triangle Community Garden Policies and Procedures and Service Users' guide
- Report back any areas of risk, not previously identified, to the Project Manager
- Maintain confidentiality and commit not to divulge information to third parties unless consent to share information has been given and agreed with the Project Manager

- Work in accordance with any policies and guidelines of the Triangle Community Garden
- Promote equal opportunities and respect diversity, different culture and values
- Work in accordance with our health and safety procedures
- Contribute to the overall development of the service and promote a positive image of the gardeners and Triangle Community Garden
- Participate in training courses/seminars held internally and by outside agencies
- To be committed to safeguarding and promoting the welfare of adults at risk.
- Attend and engage in regular supervisions, appraisals and performance reviews, accepting and providing constructive feedback.

Full training provided eg Care Certificate, Safeguarding, Manual Handling, etc