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**JOB DESCRIPTION**

Job Title: **Gardens Supervisor**

Reporting to: **Operations Manager**

**Background**

The Goodwood Art Foundation is a brand-new not-for-profit Community Interest Company located on the Goodwood Estate. Spearheaded by The Duke of Richmond, this world class contemporary art foundation has been formed to promote three pillars of Art, Environment and Education.

Our purpose is to benefit adults, young people, and children through providing access to important works of contemporary art set within a stunning natural environment that has been carefully designed to promote nature and encourage biodiversity. A comprehensive education programme is linked to both the artistic and environmental elements of the programme and will target those schools and pupils in most need of support.

Working with leading figures in the curation of contemporary art, award winning landscape design and leading education programme, we have created something truly unique with a global focus.

**Purpose of Post**

The Gardens Supervisor is responsible for maintaining and developing the grounds of the Art Foundation ensuring they are always beautifully presented. You will work closely with the gardens team to manage the day to day operation and maintenance of the artworks. The Forestry team maintain the trees and ancient woodland and therefore developing a strong partnership with the Estate’s Natural Landscape Manager and the Head Gardener for the Estate.

**Main Duties & Responsibilities**

* Ensure the gardens and grounds areas are very well maintained. Actual tasks will include watering, mowing, strimming, manual weeding, chemical applications, planting out and hedge trimming
* Supervise and support the small team of gardeners
* Take day-to-day responsibility for the team delivering against a list of tasks
* Compile weekly and monthly work programmes for the team
* Ensure that all Health and Safety, vehicle/machine records are maintained.
* Communicate effectively through various means of information to staff, management and customers
* Plan and manage the control of weeds, pests and diseases
* Prepare, establish and maintain a wide variety of plants
* Work with the wider Art Foundation team on the management of rubbish removal daily
* Any other duties as may be reasonably requested within this role.

**Professional Qualifications / Relevant Education & Training**

* A minimum of 3 years gardens maintenance experience is essential
* PA1 & PA6 spraying certificate would be a advantage.
* Relevant NVQ3 qualification
* Excellent communicator
* Understanding of Flora & Forna is essential
* A good understanding of machinery usage

**Qualities:**

* Passion for what you do
* Positive and friendly with a “can do attitude”
* Attention to detail
* Ability to prioritise and organise
* Proactive
* Take responsibility for yourself
* Creates and enjoys a fun environment
* Ability to lead, encourage and motivate others
* Confident to make decisions and to stand by them
* Excellent communicator
* Methodical and thorough