



Job Description

Gardener

The role of a Gardener is to ensure that Summerset village gardens and grounds are consistently maintained and presented to high standards.

This includes garden maintenance and gardening support across the village including the Independent Living Units (ILU's), Assisted Living Accommodation (ALA's) and the Residential Aged Care (RAC) home to provide a pleasant, comfortable and outdoor atmosphere for Summerset residents, families and their supporters.



STRONG ENOUGH TO CARE



ONE TEAM



STRIVE TO BE THE BEST



BRINGING THE BEST OF LIFE

Business Unit	Operations
Department / Team	Village Operations
Reporting Line	Property Manager
Contribution / Responsibilities	Garden Maintenance - Ensure well maintained, beautiful gardens and landscapes in line with the Gardening and Landscaping Plan and Specifications for the village Residents' Gardens - Monitor and maintain accurate records of all gardens that residents are entitled to as part of their home, maintaining them were agreed between the customer and the village, or operating alternative arrangements (e.g. returning garden to lawn) where customer no longer wishes their garden to be maintained Maintenance of Buildings - Ensure the buildings, grounds and amenities are kept clean and tidy for customers, families, and staff to enjoy, facilitating removal of rubbish in line with local authority requirements Planning and Finances - Work with the Property Manager and Village Operations Manager to plan, monitor, manage and report on work plans and budgets, ensuring appropriate financial processes are followed Customer Service - Maintain a professional, friendly, and welcoming appearance and manner for all customers, families, and other visitors Summerset Brand - Contribute to the culture and work of the village (including the Residential aged care (RAC) home) by proactively, positively, and collaboratively working with others - Maintain and apply a good working knowledge of the appropriate legislation for the role e.g. Villages Retirement Act, Code of Practice, Resource Management Act, Occupational Health & Safety Act.
Health & Safety	Be a proactive contributor to ensuring the health and safety of our people, our customers, our contractors, and our residents. This includes conforming to Summerset's safety culture expectations of an environment of zero-harm and compliance with health and safety policies and procedures.
Qualifications and Experience	- Relevant horticultural qualification - Gardening experience, post qualification - Demonstrated ability to physically deliver the range of gardening and landscaping work - Excellent interpersonal skills - Inclusive, participate and engaging work style - Ability to identify and resolve issues - High level of integrity, energy, and drive - Self-starter with initiative - Excellent time management
Relationships	- Village Operations Manager - Property Manager - Business/Office Manager - Sales Team - Residence and Clinical manager <u>manager</u> - Other Summerset staff - Summerset residents, families and supporters ss Suppliers and contractors
Dimensions	- Nil direct reports - Nil opex / capex budget

Other	This job includes all the main duties and responsibilities of the role; however, you may be required to do other tasks and duties, which would reasonably fall within the responsibilities and skills of the role, at the request of the Property Manager, Village Operations Manager or Office Property Team.
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Values		
 STRONG ENOUGH TO CARE We treat our residents like family. We do what's right. We respect people as individuals.	 ONE TEAM We look out for each other. We take ownership and follow through. We share and listen to each other's ideas.	 STRIVE TO BE THE BEST We work hard. We like to win. We're always learning and improving.