

Job Description and Person Specification

Job Title:	Community Gardener (part-time)
Hours:	14 or 21 hours per week
Contract:	Permanent (14 hours) – 1 vacancy Fixed term April to end of October 2026 (14 or 21 hours) – several vacancies
Reporting to:	Service Coordinator
Location:	Greenford Community Centre

A job description is a written statement reflecting the main requirements and essential characteristics of the job. It is not intended to be an exhaustive list of the duties a postholder might be called upon to perform.

Job Context

Age UK Ealing's mission is to promote the wellbeing of all older people in Ealing and empower them to achieve full quality of life. We provide a range of support services for older people in the London Borough of Ealing including **Information and Advice, Day Centre, Befriending, Digital Inclusion and Community Gardening Services**. We also run Greenford Community Centre, where our office and services are based alongside a range of other community activities.

Purpose of the job

Reporting to the Service Coordinator, these two roles will be to carry out Community Gardening duties for older people in the London Borough of Ealing.

Main Duties and Responsibilities

- Prepare the garden – mulch borders, weed
- Lawn mowing and edging, Spring and Autumn care
- Strimming
- Trim hedges
- Prune shrubs
- Weed and tidy flower beds, paths and driveways
- Planting bulbs and shrubs
- Autumn tidy up of leaves
- Jetwash driveways and paths
- Basic fencing

Where possible gardening to be carried out using organic methods. This would entail the avoidance of use of herbicides, pesticides and fungicides. In addition, any garden food applied to be organic (e.g. liquid seaweed).

Person Qualifications and Specification

- Be able to provide good customer care
- Be qualified to NVQ Level 2 in Horticulture or RHS General Level 2
- **Experienced gardener**
- Have a comprehensive plant knowledge, a keen interest in gardens and landscapes, familiarity with most gardening practices
- Competent in operating appropriate power tools where required, including lawn mowers, strimmers, hedge cutting equipment etc
- Excellent awareness of Health & Safety and implementing procedures
- **Possess a full and clean UK Drivers Licence**
- **Able to drive a medium size van/vehicle**
- Ability to work on their own initiative and as a member of a team
- Good verbal communication and organisational skills
- Be honest, reliable and dependable
- Well-motivated with an eye for detail and a desire to achieve a high standard
- Be flexible in approach
- Able to provide excellent customer service
- Understands the issues facing older people
- Able to demonstrate empathy when dealing with elderly and vulnerable people