

Group Member:		Leeds City College	
Job Title:		Horticulture Apprentice (Level 2)	
Reports to:		Deputy Head of Department	
Job Grade	L2 Apprentice	Department	School of Animal Care and Land Management

ROLE SUMMARY:

Over a two-year apprenticeship, you will learn to become a horticulture operative.

CORE RESPONSIBILITIES:

1. 1. Maintain workplace health and safety.
2. Minimise environmental impact and manage wastage.
3. Safely Operate tools and machinery.
4. Keep accurate written and digital records.
5. Communicate effectively across teams.
6. Enforce biosecurity and pest controls.
7. Manage plant health and care.
8. Prepare sites and plant new materials.
9. Control vegetation and prune safely.
10. Maintain landscape structures and support the business.
11. Maintain 20% off job training.

Horticulture apprentices will also be expected to learn and undertake core skills related to their specific pathway including (but not limited to):

- Produce plants through propagation
- Manage ornamental turf
- Establish and maintain soft landscape elements (for example, herbaceous perennials and annual displays)

As part of the apprenticeship candidates will be required to undertake additional mandatory qualifications as part of their off the job training. These qualifications will be organised by the training provider, and the department will give paid time to attend these.

- Level 3 Award or training in emergency first aid at work
- Lantra Level 2 Award in Safe Use of Pesticides OR City and Guilds Level 2 Principles of Safe Handling and Application of Pesticides
- Lantra Level 2 Award in the Safe Application of Pesticide Using Handheld Equipment OR City and Guilds Level 2 Award in the Safe Application of Pesticides Using Pedestrian Hand Held Equipment.
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GENERAL LUMINATE EDUCATION GROUP RESPONSIBILITIES FOR ALL STAFF:

- Maintain and update knowledge of the subject/professional area and co-operate in any staff development activities required to effectively carry out the duties of the post.
- Comply with safeguarding procedures, including the promotion of the welfare of children and vulnerable adults.
- Comply with all relevant policies and procedures.
- Act with honesty and integrity to maintain high standards of ethics and professional standards.
- Use and promote relational practice approaches.
- Comply with all legislative and regulatory requirements.
- Promote a positive image of the Luminate Education Group and member organisations.
- Any other duties commensurate with the level of the post, which may be required from time to time.
- Embody the Group's Values:

Kindness

Creating communities where people can be authentic and true to themselves with support, trust and guidance from those around them

Ownership

Using our robust business planning model to allow areas to have clear ownership over their vision and performance

Enjoyment

Fostering environments that enable staff and students to be brave, interact and have fun

Collaborative

Proactively seeking opportunities to create synergies and positive outcomes for all

Passion

Encouraging all to have aspiration and passion in everything they do.

Creative

Always hungry to learn and looking ahead so we can be responsive

Person Specification

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Department	School of Animal Care and Land Management

The specific qualifications, experience, skills and values that are required for the role are outlined below. You should demonstrate your ability to meet these requirements by providing clear and concise examples on the application form. Each criteria is marked with whether it an essential or desirable requirement and at which point in the recruitment process it will be assessed.

Methods of Assessment:

A = Application Form, I = Interview, T = Test or Assessment, P = Presentation, C= Certificate, MT = Micro Teach

Qualifications and Attainments		
Essential (E) Desirable (D)	Criteria	Method of assessment
E	Q1. Relevant highest-level vocational qualification in a related subject (at least at Level 1)	A / C
D	Q2. English, maths and ICT at Level 2 prior to commencing training or prior to completion of the apprenticeship	A / I / C

Experience and Knowledge		
Essential (E) Desirable (D)	Criteria	Method of assessment
E	EK1. Relevant up to date subject knowledge in specific subject area (e.g. Horticulture) and up to date knowledge of workplace practice.	A / I / MT

Skills and Competencies		
Essential (E) Desirable (D)	Criteria	Method of assessment
E	SC1. Exceptional verbal /written communication and interpersonal skills.	A / I
D	SC2. Ability to be adaptable and flexible towards the requirements of different learner needs.	A / I
E	SC3. Ability to follow direction and constructive feedback, to help support development as a teaching practitioner, applying theory to practical application in an education setting.	A / I
D	SC4. IT literate including knowledge of word processing, spreadsheets and databases i.e. Microsoft Word, Access and Excel and Google platforms.	A / I / T
E	SC5. Excellent organisational skills, to ensure deadlines are met.	A / I / T

Behavioural, Values and Ethos		
Essential (E) Desirable (D)	Criteria	Method of assessment
E	B1. Support and promotion of equality, diversity and inclusion	A/I
E	B2. Promotion of a safe environment for children, young people and vulnerable adults to learn in	I
E	B3. Commitment to the PREVENT agenda	I
E	B4. Commitment to professional standards	I
E	B5. Commitment to relational practice approaches	I