

# Capel Manor College

## Assistant Grower

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### Job Description & Person Specification



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<b>Post</b>	Assistant Grower
<b>Scale</b>	Business and Learning Support
<b>Grade</b>	Scale 4
<b>Responsible to</b>	Farm Manager
<b>Location</b>	Forty Hall Farm
<b>Contract</b>	Permanent

#### **Key Responsibilities:**

The key responsibility of the assistant grower is to assist in all aspects of horticultural production in the Market Garden at Forty Hall Farm. They will work alongside students and volunteers to demonstrate organic commercial production techniques. The post holder will be responsible to work effectively, efficiently and safely at all times to ensure the smooth running of the Market Garden.

#### **Responsibilities:**

1. To assist in all aspects of horticultural production – including designing planting plans, ordering materials, sowing seeds, bed preparation, transplanting, weeding, harvesting, packing and delivery of produce, and record keeping.
2. Using a wide range of tools as required, including both small scale hand tools, intermediate scale pedestrian tools (such as wheel hoes or petrol driven machinery) and tractor mounted tools and machinery.
3. Heavy lifting and manual handling will be involved as part of this role.
4. To work alongside the Growers and other farm staff to ensure the market garden provides suitable educational and training opportunities for Capel Manor College students, volunteers, visitors and any other users.
5. Supervision and leadership of student and volunteer groups as required, working with other Market Garden and farm staff to identify suitable practical tasks ensuring that the College's Health and Safety Policy, Equality and Diversity Policy and Safeguarding Policy are adhered to at all times
6. To assist in the sales and marketing of Market Garden produce.
7. To assist with the running of the Enfield Veg Co. vegetable bag scheme, including working alongside the EVC driver to pack the weekly veg bags, occasionally driving the delivery van, as well as undertaking other marketing and promotional activities.
8. To ensure the market garden meets the requirements set out by the Soil Association for organic certification and ensure that all necessary records are kept as evidence of this;
9. Care and maintenance of the Market Garden, including maintenance of marginal areas, keeping access routes clear and level, maintenance of perennial plantings
10. Care and maintenance of all tools and machinery
11. Occasional weekend work, including staffing veg stalls and EVC promotion

#### **General Responsibilities:**

1. Promote and implement all College policies, particularly those which refer to health & safety, equality of opportunity and Safeguarding young people and vulnerable adults

2. Participate in College programmes of staff appraisal and continuing professional development
3. Develop effective working relationships internally and with external partners
4. To operate at all times in line with the College's values and behaviours
5. Undertake other duties as may reasonably be required in the interests of the efficient functioning of the College

## **PERSON SPECIFICATION**

### **Qualifications**

- Possess a Level 2 qualification in English and Maths or a willingness to achieve within a specified period
- Level 3 Horticultural qualification (or equivalent experience)
- A clean UK driving licence and willingness to qualify to drive agricultural and related specialist equipment if required;

### **Experience**

- Experience of commercial vegetable and fruit production
- Experience of working with a diverse customer base including, for example: students, community groups, schools, members of the public, local government agencies, and food retailers
- Experience of using horticultural Machinery
- Experience of using tractors and tractor mounted machinery
- Experience of running, or being involved in the running of, a box scheme and/or market stall, selling to local retailers and/or working with wholesalers
- Specialist experience of relevance to market gardening, for example in salad growing, irrigation, marketing work etc.
- Experience of teaching horticultural techniques and process to students and volunteers

### **Skills, Abilities and Knowledge**

- A demonstrable interest in organic farming, food production and horticulture, and a commitment to environmental sustainability
- The ability to develop positive working relationships with individuals at all levels
- The skills (or a willingness to develop the skills) needed to accurately maintain records and returns as required by national legislation and certification bodies (e.g Defra, Natural England and the Soil Association)
- Effective organisation skills and ability to work on own initiative and as part of a team
- Good understanding of sustainable horticultural practices and how these technologies may be applied in the market garden
- Willingness to undertake additional machinery training as necessary

### **Other Factors**

- An understanding of and commitment to safeguarding young people and vulnerable adults
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people/vulnerable adults

- Emotional resilience
- The ability and determination to promote equality, diversity and inclusion throughout all aspects of College life, including employment and service delivery
- Should the position involve regular driving, a clean driving licence is required