

Job Description

Community Gardener (part time, 21 hours/week) Linburn Walled Garden

This is a new post.

Currently funded until September 2026 with hope to extend.

About Cyrenians

For over 50 years, Cyrenians has tackled the causes and consequences of homelessness.

We understand that there are many routes into homelessness, and that there is no 'one size fits all' approach to supporting people towards more positive and stable futures. That is why all our work is values-led and relationships-based. We meet people where they are and support them towards where they want to be.

Our mission: To tackle the causes and consequences of homelessness through learning from lived experience; by delivering targeted services which focus on prevention, early intervention, and support into a home; and by influencing changes in legislation and policy.

Compassion | Respect | Integrity | Innovation

1 General

About the service

Cyrenians manage the Linburn Walled Garden in the grounds of Sight Scotland Veterans in Wilkieston, West Lothian. In 2022 we began developing the garden with support from Scotland's Veterans Wellbeing Alliance (SVWA) and we continue to work closely with SVWA partners from across Scotland.

At the garden, we focus on growing food, skills, and community. This half acre garden offers a place where veterans and their families can connect, learn new skills, and benefit from activities which promote positive relationships.

The small staff team deliver a range of family events, group activities, wellbeing workshops, and horticultural therapy courses. As well as hosting volunteer veterans, local volunteers, and corporate volunteer groups.

About the role

Working closely with the Garden and Volunteer Wellbeing Coordinator, the post holder will be responsible for the coordination, promotion, and facilitation of veteran family events, workshops, and other group activities hosted in the garden.

In addition, the post holder will have responsibility for:

- Supporting veterans and their families as well as other visitors to the garden.
- Contributing to the overall maintenance of the walled garden
- Identifying suitable tasks and activities for groups, including veterans, volunteers and corporate volunteers.
- Supporting volunteers and corporate volunteer groups to complete tasks such as: general maintenance, landscaping, painting, planting, sowing, propagating, pruning, and weeding.

2 Tasks and Responsibilities

Support and engagement

- Provide informal one to one support to veterans who visit the garden
- Engage with veterans and their families and encourage them to participate in garden activities and events

Workshop and event delivery

- Support the preparation of workshops, groups and family events
- Co-facilitate group activities such as gardening, arts and crafts, bushcraft skills, and cooking
- Prepare hot drinks and food when required for events
- Support the planning and delivery of seasonal events and activities to attract visitors
- Working collaboratively with SVWA partners who are hosting events in the garden

Garden maintenance

- Support the planting and maintenance of the garden throughout the seasons including; general maintenance, landscaping, painting, planting, sowing, propagating, pruning, and weeding.
- Effectively prioritise and time-manage short and longer-term growing projects
- Carry out general maintenance in the garden areas as required
- Ensure the bins are emptied regularly and communal areas are kept tidy
- Safely use push mower, strimmer, and other required garden equipment
- Report faulty or broken equipment to line manager

Health and safety

- Ensure the garden is maintained as a safe environment, complying with and contributing to health and safety policies and procedures
- Ensure all health and safety policies and procedures are enforced and followed by all visitors accessing and using the garden
- Ensure risk assessment procedures are carried out and any concerns raised with line-manager

- Report and record accidents or incidents in line with compliance procedures

Volunteer support

- Support garden volunteers in line with Cyrenians’ policies and procedures under the supervision of the Garden and Volunteer Wellbeing Coordinator
- Support volunteers and corporate volunteers with garden-based activities

Other tasks and responsibilities

- Occasional keyholder responsibilities for the garden
- Participate in team meetings, attend six-weekly 1-to-1 meetings with line manager to discuss your work needs, progress, and development opportunities
- Build and maintain professional relationships with relevant stakeholders and partners
- Record keeping for monitoring and evaluation purposes

3 Personal Specification

Knowledge and experience	
Experience of maintaining a garden throughout all seasons	Essential
Experience of delivering workshops and events	Essential
Knowledge of the issues impacting veterans and their families	Desirable
Experience supporting volunteers	Desirable
Experience of partnership working	Desirable
Knowledge of working with people who have experienced trauma and/or mental health difficulties	Desirable
Experience of facilitation of Bushcraft and Forest skills	Desirable
Skills and attributes	
Ability to work flexibly and autonomously	Essential
Creative and solution focused approach to problem solving	Essential
General maintenance and DIY skills	Essential

4 Terms & Conditions

Employer:	Cyrenians
Line Manager:	Garden & Volunteer Wellbeing Coordinator
Workplace:	Linburn Walled Garden, Wilkieston, West Lothian
Working Hours:	21 hours per week to be arranged over 3 days per week. Occasional weekend work will be required.
Annual Leave	25 days plus 10 public holidays pro-rata
Salary:	£25,101 to £27,907 pro-rata (scale points 20-24)

Pension: This equates to £14,246 per annum for a 21-hour week on SCP20
Auto-enrolment into Qualifying Workplace Pension Scheme (QWPS) which is a Group Stakeholder Pension Scheme – current contributions being 5% employee and 3% employer. Option of enhanced Employer contributions to the same QWPS of 6% initially, rising to 9% after 2 years and 12% after 5 years (subject to employee contributions of 6%)

Disclosure: PVG membership for Protected Adults required

5 Application deadline and interview dates

Closing date – Monday 13th January 2025 at 12 noon.

Interview date - Wednesday 22nd January 2025 at the Linburn Walled Garden, Wilkieston

Second interview will be held at an agreed suitable date and time.

Please refer to the Recruitment Information leaflet for further information about completing and submitting your application form.