

Gardener



Role specification

Role Title

Gardener

Business Unit

Enliven

Location

Enliven Home

Reports to

Home Manager

Purpose of the role

The Gardener is responsible for maintaining the garden and grounds to a high standard that complements and enhances the home. As a team member, the Gardener work alongside the Maintenance team and Home Manager to support the overall quality and presentation of the home, helping to create a welcoming, caring, safe and secure environment for residents.

Organisational overview

At Enliven, we value age. We create age-friendly communities where people can be happy and thrive, regardless of their age or ability. As well as providing practical day-to-day support and quality clinical care, we take into account the physical, social, emotional and cultural needs of each person we support. Our homes and villages are places where older people have companionship, choice, variety, fun, meaningful activity and a sense of purpose.

Enliven offers a range of positive ageing services and a full continuum of care for older people including independent retirement living, vibrant and welcoming rest homes, specialist hospital and dementia care, engaging day programmes, short-term respite and health recovery care. Enliven homes and villages can be found in Taranaki, Whanganui, Manawatu, Horowhenua, Wairarapa and throughout the greater Wellington region.

Enliven along with Family Works, our social services for tamariki and whanau, are part of the not-for-profit organisation Presbyterian Support Central (PSC). PSC is a charity incorporated under the Charitable Trusts Act 1957. While we operate as a separate entity to the Presbyterian Church, our name is a celebration of our beginnings, our heritage and the values we share.



Key Accountabilities

- Maintain all gardens, lawns, pathways, and outdoor areas to a high standard, ensuring they are tidy, healthy, and visually appealing.
- Carry out routine gardening tasks including mowing, pruning, weeding, planting, mulching, watering, and pest control.
- Ensure outdoor areas are safe and accessible for residents, staff, and visitors by promptly identifying and addressing hazards.
- Support seasonal garden planning and planting to enhance the appearance and enjoyment of outdoor spaces year-round.
- Work collaboratively with the Maintenance team and Home Manager to support the overall upkeep of the home.
- Use gardening tools, machinery, and equipment safely and in accordance with health and safety requirements.
- Maintain gardening equipment in good working order and report any faults or maintenance needs.
- Report any concerns relating to grounds, infrastructure, or safety to the Maintenance team or Home Manager.
- Contact appropriate specialist services for maintenance or gardening in consultation with the Maintenance team & Home Manager.
- Manage garden waste appropriately, including composting and disposal in line with environmental practices.
- Be mindful of residents' wellbeing, privacy, and dignity when working in shared outdoor spaces.
- Comply with organisational policies and procedures.

Health, safety and wellbeing

- Support organisational health, safety and wellbeing initiatives
- Support a culture of wellbeing at PSC
- Role model good health and safety practice and behaviours
- Report all hazards, incidents, accidents and near misses
- Support managers and the organisation in remaining compliant to health and safety legislation



Core Competencies

Co-operation and Teamwork

- Actively participates in team meetings and decision-making in a positive manner; looks to advance both organisational goals and team goals
- Is constructive in their criticism of team members; encourages others to do the same
- Supports and helps other team members perform their tasks
- Suggests ways to improve the way the team operates/works together
- Works with other team members in a constructive and positive way
- Develops constructive working relationships with other team members
- Shows an understanding of how one's own role directly or indirectly supports the work of the wider team.

Commitment to Eden Philosophy

- Eden Principles and Domains of Wellbeing are included each year and undertaken in the mandatory training cycle for all staff
- Support the creation of a Human Habitat where life revolves around close and continuing contact with plants, animals and people of all ages
- Supports residents to maintain loving companionship
- Support residents to give as well as receive care
- Support and encourage residents to maintain rituals and activities which are important to them as individuals and to find meaningful activities to undertake.

Communication

- Has a warm, welcoming communication style – voice tone and approach is pleasant, positive and encouraging
- Expresses themselves clearly and confidently in conversations – the thoughts, information and ideas stated are easily understood by others
- Listens carefully – uses paraphrasing and other techniques to ensure they understand what others are saying
- Demonstrates absolute discretion when dealing with issues of a sensitive or confidential nature
- Demonstrates thoughtfulness, courtesy, openness and respect for colleagues and the clients of the organisation. Shows respect for others, demonstrates empathy
- Acknowledges and converses with staff, clients and visitors; identifies and promptly responds appropriately to their needs
- Adapts their approach to fit the situation they are in or the person they are with
- Displays empathy and understanding consistent with the mission and values of the organisation when discussing and/or working with staff on issues and situations.



Taking Responsibility

- Is reliable
- Consistently performs tasks correctly - following set procedures and protocols
- Perseveres with tasks and achieves objectives despite obstacles
- Adjusts work style and approach to fit in with requirements
- Is results focused and committed to making a difference
- Plans and organises work, allocating time to priority issues, meeting deadlines and coping with the unexpected.

Quality and Innovation

- Sets high standards for self
- Constantly looks for innovative ways to achieve greater levels of efficiency, cost-effectiveness and growth
- Provides quality service to those who rely on one's work
- Looks for ways to improve work processes - suggests new ideas and approaches
- Explores and trials ideas and suggestions for improvement made by others
- Shows commitment to continuous learning and performance development.

Person Specification

- Experience working as a commercial Gardener/Groundskeeper
- Demonstrated understanding of key aspects of lawn & plant knowledge
- Experience maintaining large commercial landscaping environments
- Knowledge of how to safely use and maintain a range of power tools and garden equipment
- Knowledge of the safe use of appropriate sprays, pesticides and other gardening resources
- Experience planning seasonal maintenance and requirements regarding schedules of gardening work
- Ability to be resourceful and understand the need to work within budget constraints
- Good communication with others, respect for Elders and creating professional relationships.

Te Tiriti o Waitangi

Presbyterian Support Central honours te Tiriti o Waitangi, accords value to te ao Māori (the Māori world), supports kaitiakitanga (guardianship) and is responsive to the needs of Māori.

All staff are encouraged to celebrate cultural diversity in the workplace. This is about respect, engagement, and honouring all people while at the same time acknowledging the unique role of Māori as Tangata Whenua.

