

**HEAD GARDENER  
GLAMIS CASTLE  
Job Description and Specification**

**General Background:**

Glamis Castle is the ancestral home of the Earls of Strathmore and the childhood home of Queen Elizabeth the Queen Mother. It is a beautifully romantic Castle and the gardens are an integral part of our visitor's experience. Situated five miles west of Forfar and ten miles north of Dundee the Castle is part of the 14,000 acre Strathmore Estate which sits between the Sidlaw Hills and the Grampian Mountains. The village of Glamis is a vibrant community with its own shop and primary school. Glamis Castle is the most important tourist attraction in the area with over 100,000 visitors per year and many interesting outdoor events. The Castle grounds are home to interesting fauna including red squirrel, deer, otter and a wide range of birds.

**Requirements:**

The candidate must have at least five years post qualifying experience and be able to work well within the Castle Opening team. They will be self-motivated and be able to work with the minimum supervision and be prepared to help with non-gardening duties on occasions. They must have good plant knowledge and sound knowledge of plant propagation, herbicides, insecticides, fertilisers and other chemicals. Experience of growing shrubs, cut flowers, top and soft fruit are essential. We are seeking someone who is prepared to give the job their commitment, someone with vision and a passion for their trade. There is a walled garden, which is currently under renovation and could provide a challenging project for the future. The successful candidate will be entirely trustworthy, have good communication skills and should possess a clean driving licence.

**Duties:**

- The Head Gardener is responsible for all the gardens and grounds at the Castle. These responsibilities including the Italian Garden, The Rose Garden, The sunken Garden, The Orchard and the Walled Garden. He is also responsible for all lawns, both formal and informal, and all hedges.
- The Head Gardener is responsible for the general good upkeep and keeping weed free of all pathways and tarmac roads and drives around the Castle.
- The Head Gardener is responsibility for the application of all chemicals.
- The Head Gardener also has responsibility over health and safety within the Grounds and Gardens for both the Garden staff and visitors. Experience of risk assessments is required.

- The Head Gardener is responsible for all tubs, hanging baskets and window boxes around the Castle which includes some propagation work. The Family Cemetery and Estates Office garden, both in the village, are maintained by the gardens' staff.

There is a broad range of Garden and Grounds machinery and tools which the Head Gardener must ensure is maintained regularly and kept in good and safe working order.

There are greenhouses and potting sheds where fruit trees and vines grow and cut flowers are produced for the Castle.

**Staff:**

- There are two full time Assistant Gardeners and one Summer Seasonal who benefit from the knowledge and experience of the Head Gardener and continued development would be essential.
- The Head Gardener will be responsible for employing the Summer Seasonal staff member.
- There is an occasional requirement to assist of work in assisting the Castle Opening Staff with moving furniture etc from time to time.

**Terms and Conditions:**

- The Head Gardener reports directly to the Castle Administrator.
- The remuneration package includes a salary commensurate with the successful applicants experience, pension scheme and a substantial, rent free, three-bedroom house in the Castle grounds.
- There is a forty-hour week but the Head Gardener must be entirely flexible depending on the needs the Castle and of the plants in his or her care.
- The Head Gardener is expected to work weekends checking the glasshouses and taking the rainfall figures.
- The holiday entitlement is 29 days per annum including all public holidays.
- Salary will be paid four weekly in arrears by bank credit transfer.

The Head Gardener is expected to live in the house which is provided and is expected to maintain the gardens around the house.

Pension Scheme: The Estate operates a staff contributory pension scheme which the successful candidate will be eligible to join after a qualifying period of six months.

Probation: There will be a probationary period of six months.