



JOB DESCRIPTION GARDENER – STRATHALLAN LIFECARE VILLAGE

MISSION

Presbyterian Support South Canterbury is dedicated to supporting people with quality care.

POSITION TITLE:

Gardener

SERVICE:

Presbyterian Support South Canterbury

LOCATION:

Strathallan Lifecare/Healthcare, 31 Konini Street, Timaru

HOURS OF WORK:

40 hours per week

REPORTS TO:

Property & Maintenance Supervisor

FUNCTIONAL RELATIONSHIPS:

Village/Healthcare Managers and Clinical Staff
Home and Hospital Staff
Residents
Other Grounds Staff
Chief Executive Officer, Presbyterian Support South Canterbury

POSITION REQUIREMENTS:

- Knowledge of grounds and gardening skills
- A passion for gardening and attention to detail.
- Ability to undertake minor maintenance and cleaning tasks
- Ability to work unsupervised
- Neat and tidy worker
- Punctual and reliable
- Is adaptable and helpful
- Excellent interpersonal skills
- Hold appropriate and current driver's licence

PRIMARY FUNCTION:

To ensure that the grounds at Presbyterian Support South Canterbury Strathallan Village and Rest Home are visually pleasing all year round.

APPROVED:

Carolyn Cooper, Chief Executive Officer

DATE REVIEWED:

April 2025

AGREED TO BY:

Name:

Signature:

Date:

The Gardener contributes to the quality of life of our residents by providing a presentable atmosphere through the maintenance of lawns and gardens to an excellent standard.

The Gardener reports directly to the Property and Maintenance Supervisor.

The Gardener is part of a wider team including activities, housekeeping, kitchen, laundry, maintenance, caregivers and healthcare professionals.

KEY ACCOUNTABILITIES:

1. Mowing lawns and tending plants within the village grounds in a timely and efficient manner.
2. Cleaning and decluttering the garden area while ensuring the safety of the stakeholders.
3. Completing all required documentations (i.e. Gardening program. etc.) in an efficient and timely manner.
4. Collaborating with the direct supervisor and/or Village Manager in maintaining garden supplies, machinery and equipment.
5. Providing services in a pleasant and courteous manner which is respectful of individual privacy, dignity and personal property.
6. Participating in training, in-service education and meetings as required.
7. Ensuring your own safety and that of other staff and residents by understanding and complying with Health and Safety policy and procedures, wearing protective clothing and using protective equipment, reporting any pain or discomfort as soon as possible, reporting all accidents and incidents, and communicating any health and safety concerns to your manager.
8. Understanding and complying with all other relevant policies and procedures.
9. Performing any other duties that we reasonably require you to do. We may change your duties from time to time to reflect the changing requirements of your position and our business.

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