

Job Description Form

Trainee Horticulturist Pool, Level ST1 or ST2, PA2442TRHO

Division: Botanic Gardens & Parks Authority (BGPA)	Branch:	Section: Horticulture & Living Collections
Employment Agreement: BGPA Operations Agreement 2022	Location: Kings Park and Botanic Garden	Supervises: 0

Our Values

Our values drive the way we make decisions, interact with each other, and work together to achieve results.

Integrity



Commitment to knowing and
doing what is right

Collaboration



Commitment to team,
partnership and the support of
others

Accountability



Commitment to being
transparent, taking ownership
and personal responsibility

Respect



Commitment to the respect of
people, culture and place

Excellence



Commitment to quality,
innovation and continuous
improvement

About the Role

Trainee Horticulturists undertake on-the-job learning alongside BGPA's operational teams. Trainee Horticulturists will work to manage and maintain the living plant collections, gardens and parklands at Kings Park and Bold Park, while studying a Certificate II or III in Horticulture* through a nominated RTO.

Working as a Trainee Horticulturist involves frequent and often strenuous physical activity, as well as teamwork, and interpersonal and written communication. Trainee Horticulturists will work as part of a team in exposed environments and all-weather conditions. Successful applicants will be required to pass a physical and medical assessment prior to appointment to ensure that they have the physical capabilities for the job.

*Please note: individuals who already hold a Certificate III or higher in Horticulture or Conservation and Ecosystem Management, or their equivalents, are ineligible to be considered for this position.

Individuals undertake their duties and responsibilities in accordance with the department's [Code of Conduct](#), policies and procedures, and relevant Government legislation.

Responsibilities:

- Assist with general park and grounds improvements including garden bed maintenance, lawn mowing, rubbish collection, irrigation and hard landscaping tasks.
- Maintain attendance and progression at the applicable course of study, and complete all coursework and assessments in a timely manner.
- Assist in maintenance and improvement of plant collections in the grounds, in glasshouses and pots for public display and education.
- Assist in propagation and production of plant collections.

- Assist in processes associated with achieving optimum plant growth and health.
- Assist with record keeping, and taking and preparing herbarium specimens.
- Assist other staff and work with a range of operational teams within the Directorate as required. Assist with preparation for various events which may take place within Kings Park.
- Use and maintain horticultural equipment and machinery as required, after completing required training.
- Assist with team development and other general duties associated in Horticulture.

Essential Selection Criteria

- Successful completion of Year 10.
- Demonstrated good written and interpersonal communication skills.
- Demonstrated interest in and knowledge of horticulture
- Strong work ethic with a willingness to undertake manual work as part of a team
- Knowledge of and enthusiasm for the Western Australian flora.

Behaviour Expectations

[Leadership Expectations](#) provides a common understanding of the mindset and expected leadership behaviours for all public sector employees. The expected set of behaviours for this role is [Personal Leadership](#).

Other position-related information (only relevant ones will be populated)

Position Status - Permanent <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
National Police Check <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Current WA Driver's Licence or equivalent <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Manageable Conflict of Interest Plan <input type="checkbox"/> Yes <input type="checkbox"/> No
Medical Assessment <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Working with Children <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Allowance and Special Conditions <input type="checkbox"/> District Allowance <input type="checkbox"/> Air Conditioning <input type="checkbox"/> Ranger Leave (Rangers only) <input type="checkbox"/> North West Leave <input type="checkbox"/> No Fixed Hours (Rangers only) <input type="checkbox"/> Other (Please specify)

Certification

Verified by: Recruitment and Establishment Section
Registered JDF
Cbrown 18 October 2024