

BADENOCH AND STRATHSPEY THERAPY GARDENS
SCO44544

Job Title: Project Manager, Badenoch and Strathspey Therapy Gardens

Salary: Sessional rate - £14.00-£16.00 per hour depending on experience

Contract: Self –employed basis, and anticipated start of early 2026

Hours: As agreed with Trustees but approx 15- 25 per week (at present) Post open to job share applications

Current Places of work: Growing Spaces, Am Fasgadh Allotments, Kingussie: Therapy Garden at Badenoch and Strathspey Community Hospital; Glen Centre Aviemore; The Mains Care Home Newtonmore; Grant House Grantown on Spey.

Accountable to: Chair of the Trustees

JOB SUMMARY

The post holder will be responsible for leading Badenoch and Strathspey Therapy Gardens' (The Therapy Garden) project work, undertaking sessions in the Growing Spaces within the Am Fasgadh allotments, at the Therapy Garden adjacent to the Badenoch and Strathspey Community Hospital, in the Glen Centre Aviemore, the Mains Care Home in Newtonmore, and Grant House in Grantown on Spey.

The project aims to provide social and therapeutic horticulture to the different groups of service users who will have sessions in the Garden/s Growing Spaces or Day Centres. These groups will be trainees and service users from Caberfeidh Horizons in Kingussie, and supported housing in Aviemore, older people at Day Care and Residential Care Centres, and those whose lives are affected by mental health. There is also the potential to develop the project to include other groups from the local community.

The post holder will be responsible for supervising and supporting a small team of volunteers and will also take a key role in delivering training to them. The post holder will also represent the Therapy Garden project at publicity, possible fundraising events, and feedback meetings for example with the NHS and the local authority, when appropriate.

The post holder will ensure effective recording, reporting and evaluation of The Therapy Garden project. They will also contribute to monitoring the policies and in Fund Raising for the project. If successful the applicant will have to prove PVG registration and right to work in the UK.

MAIN DUTIES AND RESPONSIBILITIES

1. To provide support and enable participation in social and therapeutic activities for those service users attending sessions in the garden/s Growing Spaces and Day Care/Residential settings
2. To ensure effectiveness of the volunteers in The Therapy Garden project, through providing regular supervision, support and appropriate training in accordance with Badenoch and Strathspey Therapy Gardens' policies
3. To ensure effective team working
4. To manage the delegation of work with the volunteers
5. To ensure that Badenoch and Strathspey Therapy Gardens services are delivered in line with The Therapy Garden policies and procedures.
6. To ensure that services are planned as much as possible with people using services
7. To work with a range of partners to develop and deliver appropriate services which may include NHS, Highland Council or other voluntary sector organisations and the statutory sector.
8. To ensure effective evaluation and monitoring including data collection and case recording, using the most appropriate evaluation tool and assessment forms.
9. To ensure that The Therapy Garden is fulfilling the requirements of appropriate contracts with service user agencies
10. To represent The Therapy Garden at external meetings
11. To participate in regular supervision and appraisal
12. Any other duties as required

Person Specification

Knowledge and Experience

Desirable

1. A qualification in health, education, social care or any other relevant discipline.
2. Preferable experience of working in a horticultural setting.
3. Experience of working with people who have mental health, learning disabilities and dementia.
4. Some experience of supervising staff and/or volunteers.
5. Experience of training and presenting to a range of bodies.
6. Experience of evaluating and reporting your work.
7. Managing a project's budget, and submitting fundraising applications

Skills and Abilities

Essential

8. Ability to develop, encourage and support volunteers and service users to ensure effective use of therapy sessions
9. Ability to communicate effectively, both verbally and in writing, with a range of professional staff, organisations and service users
10. Ability to plan and prioritise workload and manage a range of competing demands
11. To have good computer skills and be proficient using a variety of digital tools and social media. To have access to a computer and wifi.
12. Demonstrate an understanding of giving and receiving supervision and support
13. Full clean UK Driving Licence, and access to a vehicle is a requirement for this post

Values

Essential

14. Membership of the Protecting Vulnerable Groups (PVG) is a requirement for this post
15. Able to value and respect people and to work in accordance with the Therapy Garden policies on equal opportunities and diversity.
16. Commitment to your own professional development

Circumstances

Essential

17. Able to work flexible sessions when required, to meet service requirements
18. Have or achieve a recognised First Aid qualification