



**FARNBOROUGH HILL**  
WHOLEHEARTEDLY

*From the Bursar*  
Mr Crispin Ingham

## **ASSISTANT GARDENER JOB DESCRIPTION**

### **Background to the School**

Farnborough Hill is an independent Catholic day school and a member of the Girls' Schools Association, Independent Schools' Association and CISC. It welcomes pupils and staff of all faiths and no faith, provided they are in sympathy with the ethos of the School.

Located on the Hampshire/Surrey border, the School has excellent transport links, both by train and road being about a 10 minutes' walk from Farnborough Main station.

Farnborough Hill is committed to the education of the whole person. The School places great emphasis on the all-round personal growth of its pupils. It aims for academic excellence as well as ensuring that pupils play a full part in school life and have the opportunities to develop their co-curricular interests.

The School offers Academic, Art, Drama, Music and Sports Scholarships at 11+ as well as means-tested bursaries for families in need of financial assistance. Sixth Form Scholarships are awarded on the basis of open examination, as well as for excellence in Creative Arts, Music, Performing Arts and Sport.

In 2025 our A level pupils once again achieved impressive results with an excellent 50% of all grades at A\*/A and 76% A\*-B. Our GCSE results were also excellent with 48% of grades awarded at 9-7.

The School's aim is to engage wholeheartedly in all activities, challenges and opportunities. This is achieved through our pastoral care and encouragement of each individual. This is a strength of Farnborough Hill and we see it as an essential part of our caring, Christian ethos. Parents greatly appreciate this and see it as an important ingredient when choosing to send their daughters here.

The School is housed in the historic home of the ex-Empress Eugenie of France, to which much purpose-built school accommodation, such as the sports hall, swimming pool, Art and Design Technology Centre, modern laboratories, theatre, a music suite and hockey all-weather pitch have been added, with an inspiring new Sixth Form Centre which opened in September 2022. These facilities sit within approximately 65 acres of parkland making it a tranquil and inspiring place to work, alongside a forward-looking and ambitious Senior Leadership Team and governing body.



### The post of Assistant Gardener (Junior Gardener considered)

Farnborough Hill is looking to recruit an Assistant Gardener (or Junior Gardener) to join the team taking care of our well-established Grounds. The School is set in 65 acres of parkland and gardens, all beautifully maintained by our team of grounds staff. This gives our pupils a real sense of open space and they are encouraged to take full advantage of this with outdoor lessons and activities, recreation during break times and sport. The role is key in supporting the Head of Grounds to deliver maintenance and development of the School Estate and mature gardens as well as maintenance of gardens, roses, planted areas and sports grounds.

We are looking for a team member who is enthusiastic about creating safe, green spaces of which the School can be proud and who is someone who takes pride in their work, shows initiative and loves the outside. The applicant may have experience in the field or may have an interest and be motivated to learn and progress.

Job Title:	Assistant Gardener
Reporting to:	Head of Grounds
Direct Reports:	None
Job Basis:	Permanent, all year round
Hours:	40 hours per week, Monday to Friday 7.00 am to 4.00 pm with a one-hour unpaid break. These are the core hours, however, given the nature of the role you will be expected to work such hours as necessary to meet the needs of the role. Compensating time off or additional pay will be provided; as appropriate
Salary:	Up to £25,000 (Dependant on experience)
Leave:	Five weeks plus statutory bank holidays
Other:	<ul style="list-style-type: none"><li>• Training provided as required with an ongoing commitment to professional development</li><li>• Corporate work wear and PPE provided</li><li>• Pension Scheme: Auto-enrolment into the school's defined contribution pension scheme</li><li>• 'Death in Service' – four times salary paid to next of kin as a lump sum</li><li>• On-site parking</li><li>• Remission of fees for a daughter attending the School, in line with the current policy, subject to the usual standards and procedures for admission</li></ul>
Date Issued:	March 2026



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## **JOB SPECIFICATION:**

Support the Head of Grounds to deliver maintenance and development of the School Estate. Ensure that the School's grounds processes are delivered safely, efficiently, and effectively to a high standard. Creating safe, green spaces of which the School can be proud.

To be in sympathy with and supportive of the Christian ethos of the School as set out in our Mission Statement. To be committed to the safeguarding and promotion of the welfare of children and young people.

### **Responsibilities:**

- Cutting grass to specified standards in ornamental areas in accordance with the seasonal ground's maintenance programme, maintain ornamental horticultural areas.
- Operating machinery, pedestrian lawn mowers, ride on utility vehicles, mowers, Strimmer's, leaf blowers, hedge trimmers, power tools, associated plant.
- Carrying out Horticultural and Grounds maintenance tasks, including, turf care, tree and shrub planting, pruning, maintenance of pathways, lawn edging, removal of grass clippings and leaves.
- General maintenance of shrub borders, weeding, dead heading, pruning, leaf collection.
- Gritting and Salt spreading to roads and paths during inclement weather conditions.
- Hedge cutting, working at heights, preparing and maintaining artificial sports surfaces.
- Weed spraying, application of fertilisers, chemicals, training can be provided.
- Irrigation of borders and hanging baskets, litter picking.
- Basic repairs and construction of site gates, fencing.
- Assisting with the erection and dismantling of outdoor sports equipment and marking out of sports pitches if required.
- Read, understand and follow risk assessments and safety procedures.
- Maintain tools, machinery and equipment in good working order
- Other duties as required from time-to-time supporting other staff, as defined by the Head of Grounds, Facilities Manager or Bursar.

This description is not exhaustive but provided as a general guide to the regular duties to be performed.

You may be reasonably required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to the post may vary from time to time without changing the character of the duties or the level of the responsibility entailed.

### **General:**

This job description is correct at 16 March 2026 It may vary in consultation with the postholder to reflect the developments to the job.

## **PERSON SPECIFICATION**

The successful candidate must have the following skills and attributes:

- Efficient, motivated, energetic, physically fit and able to work under their own initiative
- Knowledge and previous experience of grounds maintenance using associated machinery is highly desirable
- Able to communicate well with colleagues and staff
- Must be able to follow work instructions
- Work in accordance with all health and safety regulations and best practices



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- Help ensure a safe, welcoming and well-maintained environment for all estate users
- Flexible and adaptable
- Self-motivated
- Good team player
- Honest and reliable
- Understands and supports the Christian ethos and values of the School

The following is essential:

- Full current UK driving licence without endorsements
- Enhanced DBS Clearance prior to start of appointment

The following is highly desirable:

- Knowledge and previous experience of grounds and garden maintenance using associated machinery
- An interest in beekeeping

All staff are expected to be in sympathy with and supportive of the ethos of the School as set out in our Mission Statement. They are expected to be committed to the safeguarding and promotion of the welfare of children and young people.

For further details of the school, please visit our website: [www.farnborough-hill.org](http://www.farnborough-hill.org)

All applicants will be subject to Enhanced DBS clearance. More information and an application form can be found on the School's website: [www.farnborough-hill.org](http://www.farnborough-hill.org). Enquiries and completed application forms should be sent for the attention of Rachel Barraud, Facilities Manager, on [facilitiesmanager@farnborough-hill.org](mailto:facilitiesmanager@farnborough-hill.org)

**Please apply as soon as possible as applications will be considered upon receipt; we reserve the right to interview/appoint before the closing date.**

**Closing Date:** Noon 6 April 2026. However, if interested in applying for the role please submit your application as early as possible as it will be considered upon receipt

**Interviews:** Interviews will take place on a rolling basis and may take place prior to the closing date

**Start Date:** ASAP