



The Green Estate Community Interest Company

Landscape Operative



February 2024

Job Information Pack



WELCOME TO THE GREEN ESTATE CIC

Welcome to The Green Estate Community Interest Company. Humanity faces unprecedented social, economic and environmental uncertainty and there are communities with less power, resources and choice to adapt and respond to these challenges.

Over 20 years, The Green Estate has been working hard to grow engaging, adaptive and resilient urban places. We have unlocked the potential of physical and social assets and developed beautiful and sustainable landscapes for the benefit of our local community and beyond. We have worked hard with our partners to develop innovative products and services including our radiant and resilient Pictorial Meadows Seed Mixes and Turf sold across the UK and EU.

Our landscape and facilities are stunning, our team and board are talented, skilled and dedicated and we have fantastic partnerships and wide reaching networks. With the royal seal of approval through the prestigious King's Award for Enterprise in Sustainable Development we are poised and ready to take a bold leap of faith and grow our impact, influence and income.

The Green Estate Community Interest Company



About the Green Estate

The Green Estate is a community interest company with a mission of growing engaging, adaptive, and resilient urban places. It was originally set up in the late 90's as a heritage and environment project to regenerate urban parkland that had become wasteland. It now employs circa 70 people, has 40+ volunteers, manages 42 hectares of parkland, hosts 20 onsite community enterprises and has a £3m+ turnover delivering a range of products and services from hosting weddings in Sheffield to premium Pictorial Meadow turf in Holland.

The Green Estate Strategy on a Page



The Team

Our team is dedicated and competent with a diverse set of skills and backgrounds. People join the team because they want to become part of The Green Estate community and make a positive impact on the world. We are social and we are entrepreneurial.

We have three directorates:

Thriving Organisation: Providing core services, e.g. Finance, Marketing, Risk Management, Caretaking, Administration, Cleaning, HR and Customer Experience

Place Stewardship: Stewarding our place and assets including parks and green open spaces management, provision of a heritage and environmental visitor experience, development of growing communities and delivery of events, hospitality, weddings and corporate experiences.

Commercial Landscape: Developing and delivering innovative resilience landscaping services and products including 'Pictorial Meadow' seeds and turf, specialist soils, green waste recycling and meadows and resilience consultancy (green roofs, sustainable drainage systems, rain gardens etc).

and a future looking programme:

Urban Green Futures: Developing our physical and digital space and network as a centre of excellence for building adaptive and resilient urban places, businesses and communities.



The Job

JOB TITLE: Landscape Operative
(1 year fixed term with potential to be permanent)

RESPONSIBLE TO: Urban Green Places Team Leader

RESPONSIBLE FOR: Parks Maintenance and Commercial Delivery

OVERALL PURPOSE OF JOB:

Do you thrive in outdoor environments and enjoy creating spaces that inspire and support communities? Here's your opportunity to be part of an award-winning team dedicated to maintaining and preserving green spaces in Sheffield.

At the heart of The Green Estate is the design, development and delivery of engaging, adaptive and resilient parks and green spaces in urban settings. We understand that access to well-designed and good quality green space is good for people and for nature and a vital part of tackling the climate and ecological crisis we are facing.

We are seeking a skilled Landscape Operative to join our esteemed Parks Department, recognized with the prestigious Green Flag award for excellence in its management of Manor Fields Park. As a Landscape Operative, you'll play a vital role in ensuring our parks and green areas remain vibrant and welcoming for all to enjoy.

Our services include co-production with local communities, unique naturalistic, resilient and urban meadow landscaping, high quality grounds maintenance and ranger led 'growing communities' volunteering and engagement activities. We also offer specialist services such as green roof maintenance, housing site clearance and Japanese Knotweed management. We also provide advice, consultancy and training on growing engaging, adaptive and resilient urban places.

We work with a range of clients including local authorities, the NHS, schools, universities, housing associations, voluntary sector organisations, developers and other private sector partners.

MAIN RESPONSIBILITIES

- Deliver high quality landscape and habitat maintenance for The Green Estate's parks and commercial contracts, grounds maintenance, management and other on-site and other ad-hoc landscape works.
 - To drive The Green Estate work vehicles, including safe loading of vans with equipment and transporting colleagues.
 - To comply with all Health & Safety policies and support the monitoring and recording of Health & Safety Checks on machinery and vehicles.
 - To operate machinery as required (following certification and induction).
 - To be a capable and effective member of each team with which you are placed.
 - To assist all operational teams in ensuring work cabins, yard, tools and vehicles are clean and safe.
 - Support other teams across Green Estate which may include occasional work away from Sheffield.
 - Ensure all work is undertaken to Green Estate policies (e.g. child welfare, environmental and health and safety policies)
 - Ensure that the public face of the Green Estate is properly represented in accordance with the Green Estate Code of Conduct at all times whilst at work, in works vehicles and wearing The Green Estate uniform at all times.
 - Supervision of trainees and/or volunteers as required.
 - Undertake any other duties, as requested by your Line Manager, commensurate with the level of the job and the aims of the Green Estate.
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PERSON SPECIFICATION

ESSENTIAL

- Ability to work in the S2 community
- Must have a full driving license and legally able to drive a company vehicle.
- Experience of various types of landscape techniques, including use of handheld machinery and mowers.
- Experience of working co-operatively as part of a small team
- Willingness to work outdoors in all weather conditions
- Ability to communicate effectively with internal and external stakeholders at different levels
- Ability to solve problems and work under your own initiative.
- An understanding of safe working practice and working to relevant Health and Safety Law including manual handling
- Confidence in working with and supervising trainees and volunteers as directed by team leader
- A willingness to train and expand personal skills base.

DESIRABLE

- An understanding of the issues involved in working within the inner city estates.
- Experience with tractors.
- Certificates to recognised national level in some of the following: [7](#) trailer licence H&S awareness relating to site works and machinery.
- Chainsaw certificate for the removal of fallen trees.
- Experience of working at heights/maintaining green roofs.

JOB SPECIFICATION

SALARY: Payable salary £21,255.00 - £22,000 per annum.

PENSION: We offer entry to the company's stakeholder pension scheme in line with auto enrolment.

WORKING HOURS: The standard working hours for this post are 5 days per week (37.5 hours total) working 08:00 – 16:00. There is a requirement to work on occasional bank holidays and this is on a rota basis across the team. There are overtime opportunities, including working on projects outside of South Yorkshire or at unsocial hours. Flexible working may be requested and time in lieu (toil) systems are in place.

LOCATION: You will start and end each day at The Green Estate site, Manor Lane, Sheffield, S2 1UL but your working day will require travel across Sheffield and potentially the UK.

PROBATIONARY PERIOD: All new employees are required to undertake a period of probation for 6 months, in which they are expected to establish their suitability for the post

ANNUAL LEAVE: 31 days per annum pro rata (this includes all bank holidays)

DBS DISCLOSURE: Enhanced DBS check required to meet the needs of our education and care clients.

EQUAL OPPORTUNITIES: The Green Estate CIC is an equal opportunities employer and selection of applicants is based on merit. Our company policy document is available on demand.

ADDITIONAL BENEFITS IN WORKING FOR THE GREEN ESTATE CIC

The Green Estate CIC provides a beautiful location, free car parking, company sick pay and annual social events.

The Green Estate Community Interest Company

Company number **04801730**

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Email: info@greenestate.org

Websites: www.greenestate.org www.pictorialmeadows.co.uk

Social Media: [Twitter](#) [Instagram](#) [Linkedin](#)
