Technical Team Manager, Horticulture
Department of Biology

Closing date: 14 April 2019
Interview date: 7 May 2019
Vacancy reference: 7467
INTRODUCTION

An excellent opportunity has arisen for an experienced horticulturist to manage and develop the Horticulture facility at the University of York, the facility supports the plant research and some teaching activities of the Department of Biology.

The facilities span a range of growing conditions from an external field site to closely controlled environmental glasshouses. The field experimentation plot provides a bespoke service for field genetics and seed multiplication, growing a range of crop and non-crop species. The controlled environment facilities allow complete control of all environmental parameters, such as light, temperature, humidity, allowing for precise control of the plant environment; length of day, temperature, ventilation and thermal screens. Our glasshouses range from ‘frost free’ protection to fully heated houses with lights and thermal screens. You would take responsibility for all aspects of the management of the all external site, glasshouses, plant growth rooms and equipment.

You would manage a team of six: two senior horticulturalists and a further four part-time horticultural technicians, who carry out the day to day plant husbandry. You would be expected to provide inductions and training to new members of the team and users of the facility, and to take financial responsibility for the operational budget. Working with the Departmental Technical Operations Manager you would be expected to enhance the services of Horticulture, support change and to contribute to the design and planning of a business continuity plan for the facility. You would be the first point of contact out of hours, to direct response staff during minor incidences.

The successful candidate would work closely with the plant research academic staff and their groups, to advise on germination, culturing and growth conditions for experimental plant material, it is paramount that the manager has a breadth of knowledge and experience of plant cultivation. You would be expected to apply your experience to lead your team, suggesting solutions and giving direction how to care for the plant material, the plants are quite often challenged genetically placing them under stress, our researchers rely on our Horticulture Team to be vigilant and to coax their research material to gain the best possible outcome.
Main purpose of the role

To manage, develop and implement the horticulture service which supports teaching and research in the Department of Biology. To manage the day-to-day organisation and operation of a horticulture service; to provide guidance, training and theoretical/ scientific/ technical support to students, staff and external stakeholders.

Key responsibilities

(Role holders will be required to undertake some or all of the duties below)

- To provide management and support to a horticulture team, allocating work and ensuring that tasks are completed to a high standard.

- Supervise and train the horticulture technicians within the team to carry out the technical provision of the horticulture facility.

- Liaise with staff and external service providers to ensure the detailed horticultural requirements are understood in the repair and maintenance of glasshouse and plant growth cabinet space of the horticulture facility.

- Direct the diagnosis of faults, maintain and repair equipment and systems of a horticultural nature, arranging contractor visits as required.

- Manage the service contracts for the horticulture equipment

- Arrange and schedule visits and repairs with minimal disruption to the service

- To collaborate and work alongside colleagues to plan, organise and control activities so that the horticultural services are delivered to a high standard.

- Allocation of space in the plant growth cabinets, plant growth rooms and glasshouses

- Manage the weekend rota for plant husbandry

- Manage, review and implement appropriate procedures to maximise the efficient running of the horticulture facility under the direction of the management lead.

- To work with the Departmental Operations Manager on the business continuity plan

- Establish and maintain a safe and compliant working environment. Understand, promote and apply relevant COSHH, risk assessments and departmental health and safety protocols, ensuring procedures are followed at all times. Undertake specific safety responsibilities where required.

- Manage one or more budgets monitoring usage and negotiate with suppliers for a range of items.

- Present horticultural information at meetings and take part in discussions to inform on horticultural provision.

- Draft and provide inductions, training and demonstrations of specialist horticulture techniques ensuring compliance with safety and regulatory guidelines to staff, students and external stakeholders.

- Support change management initiatives at a local level in collaboration with more senior management.

- Manage and lead the horticulture technical team, coordinate and plan workloads of the team to meet the demands of the horticulture service.

- Maintain up-to-date knowledge of the relevant field; investigate and propose improvements to services, advocating best working practices.

- To actively demonstrate a commitment to professional development by continuing to advance knowledge, understanding and competencies.
## PERSON SPECIFICATION

### Qualifications

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<th>Essential / Desirable</th>
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<tr>
<td>Degree or equivalent experience or appropriate significant experience in horticulture</td>
<td>Essential</td>
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<td>Member of CIH or willingness to work towards this or equivalent professional qualification</td>
<td>Essential</td>
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<td>NEBOSH/IOSH qualification</td>
<td>Desirable</td>
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### Knowledge

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<td>In depth and current theoretical and practical knowledge of a horticulture service</td>
<td>Essential</td>
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<td>A broad understanding and in depth knowledge of relevant legislation and regulations of a horticulture service</td>
<td>Essential</td>
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<td>Knowledge of the management of the technical workspace occupied by a horticulture facility</td>
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### Skills, abilities and competencies

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<td>Proven track record in the application of the specialist technical skills associated with horticulture</td>
<td>Essential</td>
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<td>Proven ability to work independently with initiative, using problem solving and analytical skills</td>
<td>Essential</td>
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<td>Ability to present complex ideas in a clear and concise manner and communicate with students, staff and stakeholders</td>
<td>Essential</td>
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<td>Excellent IT and analytical skills using a range of specialist software where required</td>
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<td>Competent in the operation and maintenance of equipment used in a horticulture service</td>
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<td>Ability to analyse and interpret technical performance and to design and deliver training on horticulture services</td>
<td>Essential</td>
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<td>Ability to contribute to specification documentation for the tendering and service of horticulture equipment and to provide scientific data in written format for management</td>
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<tr>
<td>Demonstrable experience in the horticulture</td>
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<td>Experience of training others in relevant techniques and in the use of horticultural equipment</td>
<td>Essential</td>
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<td>Experience of successfully managing and motivating others to achieve results, prioritising work according to deadlines and demands</td>
<td>Essential</td>
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<td>Experience writing reports for managers on related work area</td>
<td>Desirable</td>
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<td>Experience of managing a horticulture facility</td>
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### Personal attributes

| Good interpersonal skills and the ability to communicate effectively with staff, students and stakeholders | Essential             |
| Flexible attitude towards work, willingness to respond to time led demands                                          | Essential             |
| Actively demonstrates a commitment to professional development by continuing to advance knowledge, understanding and competencies | Essential             |
| A positive, open and objective attitude toward others, to value and support colleagues. Able to respond and integrate change and to demonstrate personal resilience | Essential             |
THE DEPARTMENT

Our department welcomes staff and students from around the world. We celebrate excellence, breadth and diversity across the spectrum of modern biology.

Our research is focused around fundamental science research foci, which are Cell and Developmental Biology, Molecular and Cellular Medicine, Bioinformatics and Mathematical Biology, Infection and Immunity, Ecology and Evolution, Microbiology, Biochemistry and Biophysics, Cancer and Plant Biology. The Department has successfully continued to establish state-of-the-art laboratory space and a new teaching building opened in Autumn 2016. In the 2014 Research Excellence Framework (REF) exercise, the Department of Biology was again placed in the top 10 in the UK. We are ranked 1st for impact outside academia - our research has had major influence on environmental policy, industry and health. This demonstrates our strengths across the biological sciences: from ecology to biochemistry, biotechnology and biomedical sciences. The Department of Biology covers the spectrum of contemporary biological sciences with no internal barriers, and collaboration internally and externally is strongly encouraged. Our Department comprises >70 academic and teaching staff, >100 research associates, >140 professional support staff (technical and administrative), 180 graduate students, and approximately 860 undergraduates.

The Department places high value on its research-led undergraduate teaching which is reflected in our performance in university league tables and the National Student Survey (NSS). The University holds a Gold Teaching Excellence Framework (TEF) award and we are preparing for departmental TEF awards in 2020. Our staff are committed to delivering high-quality teaching and developing and applying innovative and appropriate teaching techniques using material which creates interest, understanding and enthusiasm amongst students. Staff carry out on-going curriculum review, the review of module content and materials and contribute to the development of teaching and learning strategies.

We currently offer the following degrees within the Department:

- BSc/MBiol Biology
- BSc/MBiol Ecology
- BSc/MBiol Genetics
- MSc Biodiversity, Ecology and Ecosystems
THE DEPARTMENT

BSc/MBiochem Biochemistry
BSc/MBiol Molecular Cell Biology
BSc/MBiol Biotechnology and Microbiology
MSc Industrial Biotechnology
BSc/MBimedSci Biomedical Science
MSc Molecular Medicine
MSc By Research
MPhil
PhD

The department is strongly involved with two prestigious Doctoral Training Partnerships (DTP); the White Rose Doctoral Training Partnership in Mechanistic Biology (BBSRC) and Adapting to the Challenges of a Changing Environment (NERC). The former brings together the very best molecular, chemical and cellular bioscience research across the White Rose Consortium of Universities (Leeds, Sheffield and York), while the latter encompasses environmental, ecological and evolutionary research across the Universities of York, Sheffield and Liverpool, together with the Centre for Ecology and Hydrology. Students benefit from PhD training programmes with interdisciplinary collaboration at their core. This enables students to develop a range of research skills in biological, biochemical, ecological and environmental areas as well as equipping them with core mathematical, data analysis and generic professional skills that are necessary for bioscience research in the coming decades.

As befits a department of our size, we have extensive professional support services which underpin our teaching and research. This includes teams in operational services; horticulture; stores and logistics and teaching laboratory technicians. We provide excellent biological services facilities and mechanical and electronic workshops. We also have administration teams which cover; Health and Safety; Research support to assist with external funding proposals for research activities; a Student and Academic Services team in place to support academic staff and students; a core Department Management Team Hub who support a broad range of administrative processes in order to facilitate the smooth running of departmental activity.

We also have our Bioscience Technology Facility which is a
unique resource providing a purpose-built facility for our world-class scientists and technologists working across six bioscience research capabilities. Collectively it brings together a unique range of expertise and equipment, and is recognised as a leading example of how to provide research support in the 21st Century. The focus is on six core areas: Bioinformatics, Genomics, Imaging & Cytometry, Molecular Interactions, Protein Production, and Proteomics. The Department has a dedicated bioinformatics support team within the Technology Facility who can provide help and assistance with a wide range of bioinformatics software.

The Department of Biology operates a set of family-friendly policies and welcomes applications that are made on a part-time and job share basis. We will do our best to accommodate such requests where possible. Staff working patterns are flexible and a formal flexitime system is also in operation and the University has a nursery on site. We are proud to foster a supportive culture that helps staff and students reach their full potential and we embrace equality, diversity and inclusion as well as the values of the Athena SWAN Charter in all our departmental activities. Our philosophy is that poor working practices discriminate disproportionately against women whereas good practices support all. We have a Gold Athena SWAN award in recognition of our culture, ethos and activity.
Founded on principles of excellence, equality and opportunity for all, the University of York opened in 1963 with just 230 students. In 2019 it is the home of more than 18,000 students across more than 30 academic departments and research centres. Since opening over fifty years ago, we have become one of the world's leading universities and a member of the prestigious Russell Group.

We are consistently recognised as one of the leading Higher Education Institutes and one of just six post-war universities to have appeared in the world top 100. We were rated 22nd in the 2019 Times & Sunday Times league table. The University of York has won six Times Higher Education (THE) Awards and five Queen's Anniversary Prizes.

The University is proud of its association with Athena SWAN, holding multiple awards in support of gender equality, representation and success for all, with gold awards for Chemistry and Biology and a University-wide bronze award.

Of 154 universities that took part in the Research Excellence Framework (REF) in 2014, The University of York ranked 14th overall and 10th for the impact of our research. The University is consistently in the top ten UK research universities and attracts over £60m a year of funding from research alone.

Our vision is to make the University of York a world leader in the creation of knowledge through fundamental and applied research, the sharing of knowledge by teaching students from varied backgrounds and the application of knowledge for the health, prosperity and well-being of people and society.
Attractive workplace

Centred around the picturesque village of Heslington on the edge of the city of York, our colleges are set in an attractive landscaped campus. York enjoys a safe, friendly atmosphere with facilities including bars, shops, theatres and concert halls all within easy walking distance.

The University has undergone an unprecedented period of expansion and renewal since 2000. We have invested in twenty new buildings on the original campus and have completed the first and second phases of a £750m campus expansion. Our investment in new colleges, teaching and learning spaces, laboratories, research facilities and a new sports village mean there has never been a better time to join us.

During this period of change we’ve worked hard to retain our friendly, informal and collegiate atmosphere, which is important to our core values of inclusivity and interdisciplinarity.

We have a thriving international community and are committed to providing staff moving to York with as much support as possible through our Relocation Package and Welcome Officers.

The University is committed to promoting a diverse and inclusive community - a place where we can all be ourselves and succeed on merit. We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff engagement forums, campus facilities and services to support staff from different backgrounds.

For further information please visit our employee benefit pages.
THE CITY AND THE REGION

The City of York

Internationally acclaimed for its rich heritage and historic architecture, York's bustling streets are filled with visitors from all over the world. Within its medieval walls you will find the iconic gothic Minster, Clifford's Tower and the Shambles - just a few of the many attractions.

But York isn't just a great place to visit - it's also a great place to live and work. While nourishing a vibrant cosmopolitan atmosphere, York still maintains the friendly sense of community unique to a small city.

Visit www.visityork.org for more information on the city of York

Shopping, culture and entertainment

York boasts specialist and unique boutiques but also all the high street stores on its busy shopping streets. Alongside them you will find cinemas, theatres, an opera house, art galleries, a vast range of restaurants, live music venues and clubs. York is particularly renowned for its multitude of pubs and bars, from the modern to the medieval.

Housing and schools

Whether you choose to live close to the city, in one of the surrounding villages or further afield, you will find a wide range of housing within comfortable distance of York and the University. For families, the area has a range of excellent schools both in the state and independent sector.

Great location

York is one of Britain's best-connected cities. Halfway between London and Edinburgh on the East Coast mainline, on intercity trains you can reach London King's Cross in less than two hours and Edinburgh in two and a half hours. York is also well served by road links, and it is easily accessible from the A1, M1 and the M62.

For those travelling from overseas, Manchester Airport is two hours away and Heathrow Airport just three and a half. Flights from nearby Leeds Bradford Airport provide easy access to mainland Europe. By Eurostar from London St Pancras, Paris is just over six hours away.

Yorkshire

The Lonely Planet guide recently declared Yorkshire the third best region in the world to visit. There is something to cater to every taste, whether it be the rugged landscapes of the Moors or the Dales, the picturesque seaside towns of Scarborough and Robin Hoods Bay, the gothic architecture of Whitby or the vibrancy of cosmopolitan Leeds.
Apply online

- Go to https://jobs.york.ac.uk
- Find this job using reference 7467
- Complete the online application form

You will need to submit your completed application by midnight (local UK time) on 14 April 2019

What will I need?

We will ask you for details of:
- your employment history
- relevant qualifications
- two referees

You need to be ready to show us how you meet the requirements of the job, either in a written statement and / or by answering questions.

Help and assistance

Informal enquiries are welcomed and should be made to Angela Lipscomb, Administration Manager via E: angela.lipscomb@york.ac.uk T: +44 (0)1904 328757. For an alternative contact, please email biol-dmthub@york.ac.uk

If you have any questions about your application, contact the HR Services team:

  recruitment@york.ac.uk
  +44 (0)1904 324835