



## Nursery Manager – Job advert

Responsible for:	The development and day to day running of City of Trees' new tree and wildflower nursery
Location:	Barnfield Park, Bury New Road, Prestwich, Bury, M25 0BD with occasional work at City of Trees' operational base in Trafford Park
Hours:	Full time, 36 hours per week
Contract:	Fixed Term (2 Years)
Salary:	£35,092 – £38,601 depending on experience

### Role overview

City of Trees is looking for an experienced and enthusiastic Nursery Manager to lead on the development of a new tree and wildflower nursery. The postholder will be responsible for growing and nurturing stock, implementing processes to ensure compliance with industry regulations and follow best practice to produce healthy and high-quality stock. The postholder will also work closely with the nursery's Engagement Officer to develop an exciting activity plan to involve volunteers and learners in all aspects of nursery work, contributing to City of Trees' green skills programme.

### About City of Trees

We are City of Trees, the Community Forest for Greater Manchester and registered charity. We plant trees, we look after trees, we promote a culture of trees. We plant trees for people; to create better, greener places; to boost health and wellbeing; to enhance green skills; and to tackle the climate and biodiversity emergency. We're rooted here in Greater Manchester, the place we live and work. We are proud to call Greater Manchester home and are passionate about making our region even better, one tree at a time.

### The perks

- Flexitime
- 25 days paid holiday plus 8 bank holidays (pro rata)
- Additional annual leave reward linked to continued service
- Training and development opportunities

- Employer match 8% contribution pension scheme
- Cycle to work scheme

Some key duties and responsibilities include:

- To oversee the development and day to day running of the City of Trees' tree and wildflower nursery.
- Implement and manage effective procedures to ensure the health and quality of trees and wildflowers.
- Lead on the procurement of all seed and growing materials.
- Oversee the maintenance and repair of nursery equipment to ensure smooth operations, procuring additional equipment and machinery where required.
- Develop and implement efficient monitoring processes, including tracking provenance to facilitate full traceability of stock.
- To be responsible for biosecurity at the nursery, ensuring compliance with industry rules and regulations, keeping up to date with best practice and identifying pest and diseases.
- Coordinate with the Forestry & Operations team to ensure timely and accurate delivery of plants for projects.
- Work alongside the Engagement Officer to develop and implement an innovative activity plan to enthuse and inspire volunteers and learners.
- Produce work schedules and assign duties to staff, volunteers and learners.
- Provide training to colleagues, volunteers and learners on all aspects of tree and wildflower production.

Personal specification:

	Essential	Desirable
<b>Experience</b>		
Proven experience in nursery management with knowledge of tree cultivation	X	
Experience of developing and setting up a nursery		X
Implementing operational systems and processes	X	
Working to Plant Healthy certification		X
An understanding of Plant Passports	X	
Knowledge of pest and disease management	X	
Good IT skills	X	
Working with volunteers		X
Training and upskilling others	X	
<b>Personal attributes</b>		
Good level of personal fitness and passion for working outdoors in all weather conditions	X	
Self-motivated and proven experience of ability to work independently and as part of a team	X	
Practical problem-solving skills	X	
Highly organised	X	
Creative approach and ability to generate new ideas	X	
Strong communication and organisational skills	X	
A positive, proactive, flexible attitude	X	
<b>Qualifications</b>		
Full clean driving license	X	

### Additional information

How to apply: Should you be interested in this role, please submit a full CV and covering letter to our HR Team at [hr@cityoftrees.org.uk](mailto:hr@cityoftrees.org.uk) detailing your relevant skills and experience.

The closing date for this advertisement is **Thursday 21<sup>st</sup> August at 5pm** with interviews expected to be held on at our Trafford Park office on **Tuesday 2<sup>nd</sup> September**.

We are an equal opportunities employer and welcome applicants from all sections of the community.