



**Royal
Botanic Garden
Edinburgh**

**MODERN APPRENTICESHIP IN
HORTICULTURE
INFORMATION PACK**

What is a Modern Apprenticeship?

A modern apprenticeship is a scheme that is open to 16-19 year olds (for those with dates of birth between 1 July 1999 and 30 June 2002) and offers a full time work programme of learning and qualifications. This is completed in the workplace and gives participants the skills, knowledge and competence they need to progress in their chosen career or industry. This is a structured programme for a fixed period of two years and while you learn on the job, you also attend off the job training at college.

Some of the benefits of an Apprenticeship are that you can:

- earn a wage while you train
- learn on the job skills combined with off the job training
- receive a nationally recognised qualification on successful completion
- start a valuable step towards a rewarding career path

The Qualifications

You will work towards a Modern Apprenticeship, which includes studying for an SVQ Level 2 in Amenity Horticulture at SRUC Oatridge. This will be on a block release basis, and all course fees will be paid by us. You will also be taken through additional practical qualifications e.g. machinery operation and first aid training. RBGE Apprentices are also required to complete a diary of work carried out at RBGE and complete some practical based garden projects, in both years 1 and 2.

Conditions

You will be a member of our staff on a two year fixed term appointment subject to the terms and conditions of employment of the Royal Botanic Garden Edinburgh. You will be contracted to work 42 hours per week (inclusive of lunch breaks) and be eligible to receive 25 days annual leave per year and an additional 11.5 day public and privilege holiday entitlement. You will also be eligible to join the RBGE pension arrangements.

You will be provided with protective clothing and any safety equipment required for the work you are doing. Your starting salary will be £16,900 (Band A). Your salary will be subject to normal tax and national insurance deductions where applicable.

For the purpose of this modern apprenticeship, whilst there is an allowance provided for annual leave, this cannot be taken during the college term times.

Probation Period

All staff at RBGE serve a period of probation which lasts for six months. During your probation period your progress, performance and attendance will be regularly assessed and discussed with you. You will be expected to achieve the required standard (in your work, your approach and your attendance), in order to be awarded your modern apprenticeship certificate.

Overview of the RBGE Modern Apprenticeship in Horticulture

The two year RBGE modern apprenticeship scheme aims to teach trainees the highest standards of professional horticultural practice by offering a structured training programme in amenity horticulture within our world renowned gardens. The scheme provides participants with the opportunity to gain wide practical experience and an understanding of the horticultural techniques carried out at RBGE.

During the two years you will gain work experience in all aspects of horticulture at Benmore. As part of this work experience, on the job training will be delivered by RBGE staff, with a focus on practical skills using real tasks.

Objectives

The RBGE modern apprenticeship scheme aims to teach the highest standards of professional practice to all trainees by offering structured training. It provides participants with the opportunity to gain practical experience and knowledge of the responsibilities involved in this type of work.

Placement Structure

Modern apprentices will be based at the Benmore Botanic Garden, near Dunoon, Argyll for the duration of their placement. It is expected that over the course of your two year placement, you will spend time across each area of the Garden. Tuition whilst on site at Benmore will be provided by Benmore staff and will focus on developing your practical horticultural skills.

Course Teaching

Modern apprentices will attend SRUC Oatridge on a block release basis during the academic year to study towards their SVQ Level 2 in Horticulture.

Application process

If you would like to apply for our Modern Apprenticeship, you should submit a personal statement. Your personal statement should:

- Tell us about you
- Tell us about your interest in horticulture and any horticultural skills you have
- Include information about any previous work experience you have
- Explain why you would like to become a Horticultural Apprentice at RBGE

You should also complete and return an equal opportunities questionnaire as part of your application, available on our website.

RBGE is unable to sponsor applicants to work in the United Kingdom. It is the applicant's responsibility to ensure eligibility to work in the United Kingdom for the duration of the appointment; see [United Kingdom Border Agency](#) for the latest regulations. All successful applicants called to an assessment day will be required to provide documentary evidence of their right to work in the United Kingdom at that time.

As this is a modern apprenticeship scheme, applicants should be aged between 16-19 years old (for those with dates of birth between 1 July 1999 and 30 June 2002).

Dates

Completed applications must be emailed to recruitment@rbge.org.uk no later than **12pm on Friday, 31 August 2018**. A selection day will be carried out in September with the successful applicant starting their modern apprenticeship later that month. Block release at SRUC Oatridge will start late autumn.

Response

All candidates who are invited to attend our selection day will be contacted either by e-mail or telephone. We will endeavour to contact all candidates who have been unsuccessful with their applications. However if you have not heard from us within three weeks of the closing date, you should assume that you will not be required to attend an assessment day on this occasion.