

Horticulture/Botanical Educator

POSITION DESCRIPTION

POSITION: Horticulture/Botanical Educator

ORGANISATIONAL UNIT: Environmental Science

POSITION STATUS: Full time, ongoing

CLASSIFICATION: TBC (dependent on successful applicant's qualifications and experience).

POSITION OVERVIEW:

The Horticultural / Botanical Educator will lead and inspire students to develop a love of plants, food production, and the natural environment. Based at the Staughton Vale property, this role supports Bacchus Marsh Grammar's commitment to experiential and environmental learning. The position focuses on hands-on, practical engagement with horticulture, gardening, and sustainability, rather than formal classroom teaching.

The successful applicant does not need to be teacher-qualified but must demonstrate an ability to communicate with and inspire young people, fostering curiosity, responsibility, and respect for the living environment.

KEY DUTIES & TASKS

1. Student Engagement and Learning

- Design and deliver engaging, practical sessions in horticulture, gardening, and environmental studies across a range of year levels (Prep–Year 12).
- Foster in students a love of “growing things” through planting, cultivating, harvesting, and tasting produce.
- Provide opportunities for students to explore botany, plant science, soil health, composting, and sustainability concepts in accessible, age-appropriate ways.
- Support outdoor learning programs that link directly to the curriculum in Science, Geography, Health, and Environmental Studies.

2. Horticultural Management

- Oversee the development and maintenance of gardens, greenhouses, and planting areas at Staughton Vale.
- Manage seasonal crop planning, seed propagation, and harvesting cycles in alignment with student learning programs.
- Ensure high standards of plant health, pest management, and sustainable horticultural practice.
- Collaborate with maintenance and environmental staff on property-wide sustainability initiatives.

3. Collaboration and Community

- Work with classroom teachers to embed botanical learning into broader school projects.
- Assist with school community activities such as farm visits, environmental days, or school fairs.
- Share Botanical knowledge with staff, students, and parents, promoting lifelong skills and healthy relationships with food and the environment.

4. Safety and Wellbeing

- Ensure safe work practices are modelled and taught to students when handling tools, equipment, and plants.
- Provide supervision and guidance to students in outdoor, practical settings.
- Contribute to the wellbeing focus of Bacchus Marsh Grammar by connecting outdoor education with resilience, responsibility, and teamwork.



5. Child Safety

- Be familiar with and comply with the School's Child Safe Code of Conduct, PROTECT Four Critical Actions for Schools: Responding to incidents, disclosures, and suspicions of child abuse, and any other policies or procedures relating to child safety.
- Assist in the provision of a child-safe environment for all students.
- Demonstrate duty of care to all students in relation to their physical, emotional, and mental wellbeing.
- Complete all School assigned learning by the required due date.

6. Managing Self & Professional Skills

- Manage own behaviour in accordance with the Staff Code of Conduct.
- Adhere to and comply with Child Safe Standards regulations and Child Safe Code of Conduct.
- Adhere to and cooperate with all OHS policies and procedures and relevant legislation.
- Comply with legal, regulatory, ethical, environmental and social responsibilities and requirements.
- Manage own development and professional learning relative to this position.

7. Working with People

- Contribute as a proactive and effective member of a vibrant professional services team, whose activities integrate and promote the organisation's values.
- Participate in meetings in an active and constructive manner.

8. Other duties

- The incumbent can expect to be allocated duties, not specifically mentioned in this document, but within the capacity, qualifications and experience normally expected from persons occupying positions at this classification.

ORGANISATIONAL RELATIONSHIPS

Reporting directly to: Head of the Staughton Vale Campus. This position has a secondary reporting line to the Principal.

Direct reports to this position: n/a

Internal Relationships: All staff including teaching staff, environmental science team and property and maintenance staff.

External Relationships: students, parents, general public.

WORK DIRECTION/ SUPERVISION

- The incumbent will possess efficient knowledge and skill to provide independent customer service;
- Significant discretion and independent judgement are required with constraints set by the Executive Assistant to the School Principal and/ or Principal; and
- Exercise the highest degree of confidentiality, discretion, patience, tact and diplomacy at all times.

KEY SELECTION CRITERIA

Qualifications/Licences

- Formal qualifications in horticulture, botany, agriculture, permaculture, or environmental science.
- Current First Aid qualification (or willingness to obtain).
- Working With Children Check (or willingness to obtain).
- National Criminal History Check (or willingness to obtain).

Essential Criteria

- Strong practical knowledge of horticulture, agriculture, botany, or related fields.
- Demonstrated capacity to inspire young people and communicate concepts in an engaging, hands-on way.
- Experience working in gardens, farms, or horticultural enterprises.



- Organisational skills in planning seasonal planting and managing resources.
- Enthusiasm for sustainability, environmental stewardship, and food production.
- Strong interpersonal and communication skills with staff, students, and families.
- Ability to adapt lessons to suit students of varying ages and abilities
- Ability to work with and inspire young people.
- Knowledge of safe work practices in outdoor and horticultural settings.

Desirable

- Previous experience teaching horticulture within a TAFE or vocational education setting, with demonstrated ability to design, deliver, and assess competency-based training that reflects current industry practice.
- Experience in outdoor education, environmental education, or community gardening programs.
- Certificate IV in Training and Assessment (TAE40122 or equivalent).
- Vocational qualification in horticulture (minimum Certificate III, with Diploma or higher preferred).

AUTHORISATION

PRINCIPAL APPROVAL

_____ Date: _____
Debra Ogston, Principal

STAFF AUTHORISATION

I have read and agree to abide by the requirements of this position description.

Staff Name: _____

Signature: _____ Date: _____