

Occupational standard

Assisting Gardener, level 2

The occupational standard is a document, that describes the job and competence requirements, i.e. a set of skills, knowledge and attitudes required for successful job performance in a particular occupation.

Application areas of the occupational standard

- 1) Drafting of curricula and training programmes meeting the requirements of labour market.
- 2) Evaluation of competence of the people, incl self-evaluation and conformity evaluation upon awarding an occupational qualification.
- 3) Description and introduction of occupational qualifications.
- 4) Career planning and creation of a basis for lifelong learning.
- 5) Identification of personnel training needs and planning of training.
- 6) Drafting of job descriptions and recruitment of employees.
- 7) Comparison of occupational and educational qualifications.

Occupational qualification title	Estonian qualifications framework (EstQF) level
Assisting Gardener, level 2	2

Partial occupational qualifications and titles on the certificate	
Title of partial occupational qualification	EstQF level
Planter	2
Horticultural growers	2

Part A JOB DESCRIPTION

A.1 Job description

There are four occupational qualifications on the professional field of gardening: assisting gardener, level 2; gardener's assistant, level 3; gardener, level 4 and senior gardener, level 5.

An assisting gardener fulfills with outside help all simpler tasks in all fields of gardening – vegetable and fruit growing, arboretum, floriculture, etc.

Level 2 assisting gardener is an unskilled worker whose main tasks are preparing sowing and planting ground, sowing and planting and caring; harvesting crops/produce, preserving it and preparing it for sale. An assisting gardener generally works in a delimited situation, under direct supervision and as part of a team.

A.2 Units

Assisting gardener, level 2 occupational qualification consists of three obligatory and four optional units.

Obligatory units

A.2.1 Preparing sowing and planting area, and sowing and planting

A.2.2 Caring for horticultural plants

A.2.3 Harvesting crops or produce, preserving it and preparing it for sale

Optional units

A.2.4 Maintaining lawn

A.2.5 Selling garden goods

A.2.6 Creating flower arrangements and compositions

A.2.7 Maintaining indoor greenery

Assisting gardener, level 2 occupational qualification includes following partial occupational qualifications:

Planter, level 2, formed from Unit A.2.1.

Carer for horticultural plants, level 2, formed from Units A.2.2 and A.2.3.

A.3 Working environment and specific aspects of work

The work of an assisting gardener has flexible working hours and can also include holidays. The work is diverse and takes place in both indoor and outdoor environment.

The health risks related to the work of an assisting gardener are lifting weights, noise, working with mechanisms, working in heights, variation of weather conditions and temperatures, humidity and contact with different allergens (e.g. plants, chemicals, pollen, etc.).

A.4 Tools

Main tools of an assisting gardener are:

gardening tools: substrates, packaging materials, fertilizers, pots, plant protecting agents, horticultural covering materials, supporting means, mulches, carts, shovels, rakes, spades, different cutting and other tools;

machinery and devices: lawnmowers, edgers, chainsaws, hedge cutters and other machines and devices;



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Eesti tuleviku heaks



SIHTASUTUS
Kutsekoda

ESF programm „Kutsete süsteemi arendamine“

measuring tools: measuring tape, scales;
means of communication: computer and phone, etc.;
other tools: cleaning and other equipment.

A.5 Personal characteristics necessary for this job: abilities and personality traits

The work of an assisting gardener requires honesty, motivated attitude, co-ordination, laboriousness, resilience; good stress-, load- and environmental tolerance; ability to adapt, take responsibility, work in a team and learn from experience; correctness and social attitude.

A.6 Occupational training

The position of an assisting gardener, level 2 is usually held by people who have passed a vocational training or have acquired their skills with practical work.

A.7 Possible job titles

Assistant of a vegetable grower, assistant of a fruit grower, assistant of a gardener's assistant, assistant gardener, assistant of an arboretum gardener, assistant of an arboretum worker, assistant of a flower grower, assistant of an agricultural worker, assistant of a horticultural worker.

Part B

COMPETENCE REQUIREMENTS

B.1. The structure of the occupational qualification

When applying for the occupational qualification of assisting gardener, level 2, certification of obligatory competences B.2.1-B.2.3 and B.2.8 (transversal competence) is required; in addition, one can choose to certify optional competences (optional competences B.2.4-B.2.7).

Assisting gardener, level 2 occupational qualification can be certified by parts.

Certification of competence B.2.1 gives the partial occupational qualification Planter, level 2.

Certification of competences B.2.2 and B.2.3 gives the partial occupational qualification carer for horticultural plants, level 2.

B.2 Competences

Obligatory competences

B.2.1 Preparing sowing and planting area, and sowing and planting	EstQF level 2
<u>Performance indicators:</u> With outside help and under supervision: <ol style="list-style-type: none"> 1) prepares the workplace and growing area of horticultural plants (installs necessary means, weeds, cleans, digs, flattens, etc.) by using relevant tools; 2) sorts the nursery stock according to instructions; 3) sows seeds, prickles the ground and manually plants horticultural plants; 4) mulches according to previously given instructions; 5) supports horticultural plants according to previously given instructions. 	
<u>Supporting knowledge:</u> <ol style="list-style-type: none"> 1) classification of nursery stock, qualities and quality requirements; 2) classification of most commonly grown plants and common weeds; 3) basics of agrotechnology of horticultural plants (see Annex 2). 	
<u>Assessment method(s):</u> Practical work.	
B.2.2 Caring for horticultural plants	EstQF level 2
<u>Performance indicators:</u> With outside help and under supervision: <ol style="list-style-type: none"> 1) fertilizes horticultural plants according to instructions; 2) waters horticultural plants according to instructions; 3) performs weed-killing procedures by using relevant tools according to instructions. 	
<u>Supporting knowledge:</u> <ol style="list-style-type: none"> 1) ergonomics, environmental- and work safety requirements; 2) work methods and tools for caring for horticultural plants; 3) basics of plant growth requirements. 	
<u>Assessment method(s):</u> Practical work.	
B.2.3 Harvesting crops or produce, preserving it and preparing it for sale	EstQF level 2

<p><u>Performance indicators:</u> With outside help and under supervision: 1) harvests the crops, sorts out bad-quality crops and pieces out the produce according to instructions; 2) stores, sorts and packages the crops or produce according to instructions.</p>
<p><u>Supporting knowledge:</u> 1) quality of crops or produce.</p>
<p><u>Assessment method(s):</u> Practical work and an interview.</p>

Optional competences

B.2.4 Maintaining lawn	EstQF level 2
<p><u>Performance indicators:</u> With outside help and under supervision: 1) waters the lawn after sowing and according to need within the whole extent of the lawn; 2) assesses the need for mowing, and mows lawn by using necessary equipment (lawnmower, edger) and following work safety requirements; 3) performs other maintenance tasks (mulching, aerating, killing moss, etc.).</p>	
<p><u>Supporting knowledge:</u> 1) basics of manual and mechanical soil cultivation; 2) principles of use of tools for soil cultivation and grass grooming; 3) principles of watering horticultural plants; 4) principles of maintenance work.</p>	
<p><u>Assessment method(s):</u> Practical work.</p>	

B.2.5 Selling garden goods	EstQF level 2
<p><u>Performance indicators:</u> With outside help and under supervision: 1) introduces products, recommends different options and opportunities; 2) packages goods by taking into account the specifics of the work, weather condition and means of transportation; 3) solves problems and complaints by customers within their sphere of competence, if necessary, forwards the problem to a more experienced colleague.</p>	
<p><u>Supporting knowledge:</u> 1) classification and qualities of foliage and garden goods; 2) basics of sales work and client service and good practice; 3) basics of packaging garden goods.</p>	
<p><u>Assessment method(s):</u> Practical work.</p>	

B.2.6 Creating flower arrangements and compositions	EstQF level 2
<p><u>Performance indicators:</u> With outside help and under supervision: 1) creates a flower arrangement or a composition based on the original idea; 2) chooses appropriate work methods, materials and technique according to instructions and by taking into account the requirements of specific task (size, heaviness, volume, steadiness, durability, conditions);</p>	

3) packages flower arrangements according to instructions and by taking into account the specifics of the work and weather conditions.
<u>Supporting knowledge:</u> 1) different flower arrangements; 2) placement methods and techniques; 3) tools and materials; 4) work methods; 5) packaging principles.
<u>Assessment method(s):</u> Practical work.

B.2.7 Maintaining indoor greenery	EstQF level 2
<u>Performance indicators:</u> With outside help and under supervision: 1) helps with establishing indoor greenery according to instructions; 2) maintains indoor greenery according to instructions.	
<u>Supporting knowledge:</u> 1) growth requirements of house plants; 2) growth systems of plants (pots, watering systems, etc.).	
<u>Assessment method(s):</u> Practical work.	

Transversal competences

B.2.8 Assisting gardener, level 2 transversal competence	EstQF level 2
<u>Performance indicators:</u> With outside help and under supervision: 1) values good gardening practices and gardener’s ethics; 2) fulfils responsibilities taken and achieves work goals within the specified time period, according to their capabilities ; 3) is open to co-operation, participates in teamwork, shares necessary and useful information with teammates, acts towards achieving the best common result; 4) with outside help , assesses risk factors and environmental risks connected to the job and, under supervision , implements measures for dampening such risks; 5) with outside help , keeps their workplace and equipment clean.	
<u>Supporting knowledge:</u> 1) ergonomic work methods; 2) environmental- and work safety requirements and waste handling; 3) definitions of terms used in relevant manuals.	
<u>Assessment method(s):</u> Integrated with assessment of other competences specified in the occupational standard.	

Part C

GENERAL INFORMATION AND ANNEXES

C.1 Information on the preparation and approval of the occupational standard, on the body awarding occupational qualifications, and reference to the location of the occupational standard in classifications	
1. Designation of the occupational standard in the register of occupational qualifications	11-21102013-01/1k
2. <i>The occupational standard is compiled by:</i>	Madis Kahu, <i>AS Sagro</i> Leo-Kaupo Kivirand, <i>FIE Lillekasvatus</i> Tiina Paasik, <i>Räpina School of Horticulture</i> Mihkel Saar, <i>Hansaplant</i> Aita Sauemägi, <i>SA Innove</i> Indrek Teder, <i>Baltic Agro AS</i> Elmar Zimmer, <i>Seedri Puukool</i> Huko Laanoja, <i>study group of the Maarja Village of Räpina School of Horticulture</i> Jane Pokk, <i>study group of the Maarja Village of Räpina School of Horticulture</i>
3. The occupational standard is approved by:	Toiduainetööstuse ja Põllumajanduse Kutsenõukogu
4. No. of the decision of the Sectoral Council:	21
5. Date of the decision of the Sectoral Council:	21.10.2013
6. The occupational standard is valid until (date)	20.10.2018
7. Occupational standard version No.	1
8. Reference to the Classification of Occupations (ISCO 08)	611 Field crop and vegetable growers
9. Reference to the level in the European Qualifications Framework (EQF)	2
C.2 Title of occupational qualification in foreign languages	
In Estonian Abiaednik	
In Finnish Apupuutarhuri	
In Russian Помощник садовника	
C.3 Lisad	
Lisa 1 Terms related to the professional field of a gardener	

Annex 2

Terms related to the professional field of gardener

FUNDAMENTALS OF AGROTECHNOLOGY (including floriculture)

1. Selecting site
2. Cultivating in crop rotations
3. Cultivating in monoculture
4. Intermediate crops
5. Preparing seeds
 - 5.1 Sorting
 - 5.2 Processing seeds / sets before sowing / planting
 - 5.3 Stratification
6. Sowing seeds / planting sets
 - 6.1 Sowing and planting period
 - 6.2 Sowing methods, depth and nearness
 - 6.3 Planting depth
 - 6.4 Machinery
7. Growth time care
 - 7.1 Goals and care systems
 - 7.2 Weed-killing systems, chemical weed-killing
 - 7.3 Agricultural machinery and minimizing care procedures
8. Watering
 - 8.1 Water consumption and factors affecting it
 - 8.2 Optimal moisture and defining the watering time
 - 8.3 Watering norms-, intensity, -systems
 - 8.4 Machinery
9. Cultivation tools
10. Harvesting
 - 10.1 Harvesting times and methods
 - 10.2 Harvesting machinery, loss of harvest during harvesting
11. Different growing technologies / according to the specifics of product use
 - a) mechanization options and their economic analysis
 - b) diseases and repellents
 - c) pests and repellents
 - d) seed cultivation

e) preservation:

- 1) preparation for preservation
- 2) factors affecting preservation, loss on preservation,
- 3) storage, equipment

OTHER TERMS

1. Vegetables – vegetables and fruits and garden berries (Source:ÕS)
2. Horticultural products (vegetables, flowers, sets)
3. Dendrology – science of trees and shrubs (Source:ÕS)
4. Plantation – plot where perennial crops have been planted together (Source:ÕS)
5. Clone sorts and crops reproduced by seeds (population and line sorts) (Source: Puuviljad ja marjad Eestis 2010. 1.4.3)
6. Culture (garden, agricultural, etc.) – a plant culture growing in the garden or field (Source:ÕS)
7. Microreproduction (shoot-tip grafting and microcloning) (Source:Taim ja aednik, 8.2.5)
8. Cuttings and green cuttings (Source: Taim ja aednik, 8.2.5)
9. Seedling- and clone stock (Source: Puuviljad ja marjad Eestis 2010. 7.1)