



# Watsonia Neighbourhood House

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## Position Description

### Volunteer Community Garden Support Worker

#### About Watsonia Neighbourhood House

We are a not-for-profit organisation providing a range of social, educational, recreational and support activities, using a community development approach. We are governed by a volunteer Committee of Management and run by paid staff.

Our team of volunteers make an important contribution to the ongoing running of our House. Suggestions for efficiency and improvements are encouraged and highly valued.

#### Role

- To support the Community Development Worker oversee the community garden upgrade project which is planned to be completed by the end of the year.
- The Community Garden Support Worker reports to the Community Development Worker, and will receive support from the staff as well as other volunteers.

The community garden upgrade project has been anticipated for some time and will result in a beautiful outdoor educational and community gathering space within an indigenous habitat garden.

#### Key tasks

- Support staff to prepare the area for earth works & liaise with contractors and staff.
- Coordinate a planting volunteer roster and work with staff to map the planting design including installing information tags for plants, yarning circle & table/chair area.
- Support planting volunteers and storage of plants.
- Organise a watering roster to be managed throughout the first 12 months.
- Set up and coordinate compost bin system supported by volunteers.
- Ensure that safety and well being of self and others is maintained at all times, including following WNH Policy & procedures.
- Keep all equipment in his/her care maintained in a safe and workable condition.
- Support Community Development Worker with other tasks related to the project.

#### Skills and abilities

- Some understanding of Australian indigenous plants to inform design layout (i.e. choosing ideal location for ground covers, shrubs and grasses) and plant management
- Appreciation of community gathering spaces
- Ability to work with people from diverse backgrounds
- Ability to work with minimal supervision
- Ability to work as a team member and model appropriate behaviour at all times
- Demonstrate initiative and commitment to task completion
- Be courteous and reliable

#### Experience

- Gardening with indigenous plants and habitat creation and project planning recommended
- Working within a small team

#### Conditions

- Working within a supportive community oriented environment where accessibility, diversity and family friendly values are a priority.

- Ensure you are not affected by alcohol or other drugs so as to endanger yourself or others
- Model appropriate behaviour at all times according to our Code of Conduct
- Report any accidents, injuries, property damage or identification of hazards
- Complete register of attendance at the start and end of your shift

#### **Hours of engagement**

- Flexible work arrangements, Monday - Friday with the occasional weekend, to be agreed with the Community Development Worker.

#### **Physical Requirements**

- Moving around
- Lifting up to 10kg
- Ability to use gardening tools & push a wheel barrow full of mulch, or moving trays of seedlings

#### **Selection Criteria**

- Enthusiastic and passionate about community connections and outdoor spaces
- Passionate about indigenous native habitat gardens
- Indigenous plant knowledge preferred
- Have experience with volunteers

#### **What you will get from this role**

- Developing new work skills and building on your existing skills (such as team building, planning and organising, written and verbal communication, project delivery, horticultural knowledge).
- A deeper understanding of the role of gathering spaces for the neighbourhood house community.
- Appreciation of the skills and experience that you bring to this project and opportunity for meaningful community participation.
- Knowledge of indigenous plants and their benefit to flora and fauna & the significance of yarning circles and indigenous flora and fauna to indigenous culture and belonging.
- Volunteer work references for future work roles.

#### **Project duration**

This project is due to be completed by December 20th 2020 with the possibility of volunteer engagement in the future. Begin as soon as possible.

To register your interest please contact Sophie Miller, 9434 6717 or email [sustainable@watsonianh.org.au](mailto:sustainable@watsonianh.org.au)