



# Watsonia Neighbourhood House

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## Position Description

### Garden Maintenance Volunteer

#### About Watsonia Neighbourhood House

We are a not-for-profit organisation providing a range of services to meet the needs of our local community through educational, recreational and support activities. 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

The Garden Maintenance Volunteer reports to the Manager, and will receive support from the Manager as well as other paid staff and volunteers. The Garden Maintenance Volunteer contributes to the overall improvement and maintenance of the Watsonia Neighbourhood House Community Garden and surrounds.

#### Key tasks

Tasks are flexible depending on individual capacity and ability and will be negotiated with the Manager. They may include;

- Maintenance of garden beds, including weeding, fertilising, pruning, planting
- Maintenance of pathways and car park - sweeping, raking
- Watering garden areas if required
- Maintaining the compost bins/bays and worm farms
- Wearing the correct and appropriate safety clothes and equipment
- Ensuring that safety and well being of self and others is maintained at all times
- Keeping all equipment in his/her care maintained in a safe and workable condition

#### Skills and abilities

- Ability to work with minimal supervision
- Ability to work as a team member in a model appropriate behaviour at all times
- Demonstrate initiative and commitment to task completion
- Be courteous and reliable

#### Experience

- Home gardening experience and some knowledge of plants

#### Conditions

- On occasion you may be asked to carry out other duties as required by the Manager
- Ensure you are not affected by alcohol or other drugs so as to endanger yourself or others
- Model appropriate behaviour at all times according with 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

- To be agreed with the Manager