



Role description: Gardening Assistant Volunteer

This role requires a volunteer to help with the upkeep of our existing garden area.

In all that we do, NNC is committed to social justice and belonging. We want to create a more vibrant, inclusive and equitable community.

The primary purpose of the Garden Assistant Volunteer position typically involves a variety of tasks aimed at maintaining and enhancing our garden space.

Time Required:

- One day per week (Monday – Friday), early hours preferred between 7am-10am

Key attributes and requirements:

- Commitment Newtown Neighbourhood Centre's values of promoting a fair and inclusive community.
- Excellent communication and interpersonal skills.
- A friendly disposition and approachable nature.
- Ability to engage with people of all ages and from all backgrounds.
- Adaptable to different environments and situations.
- Capacity to stay calm under pressure and ask for help or advice if needed.
- Willingness to undertake and attend training days.
- Able to commit to an allocated shift once a week
- An interest in current affairs and social justice issues.
- A commitment to adhere to NNC's privacy and confidentiality policies.

Duties:

- Whipper snipping the lawn
- Maintaining lawn edging
- Hedge trimming front, back and outer premises
- Removing rubbish
- Leaf-blowing pathways
- Weeding and watering plants

Other duties may include:

- As requested

Reporting procedures:

- Operations Manager and Operations Coordinator

Required hours:

- Minimum 3 hours per week.

Safety Requirements:

- Newtown Neighbourhood Centre endeavours to highly restrict the use of chemicals of a hazardous nature. Any substances brought onto site must be approved by the Operations Manager or Operations Coordinator.
- Gardening Assistant Volunteer is required to wear gloves for protection
- Gardening Assistant Volunteer needs to be careful when using soil, potting mix, compost and seed-raising mix by: wearing face mask and gloves; opening bags carefully with scissors (rather than ripping); sprinkling water to dampen down soils; wash hands well after gardening
- Users are to be trained in battery operated gardening equipment and storage
- All manual tools are to be checked monthly for wear and tear, damage and safety for use

Working Requirements:

- Working with Children Check
- NSW Police Check

Contact: volunteer@newtowncentre.org