

## Community Garden Volunteer (gardening)

<i>Title</i>	Community Garden Volunteer
<i>Reports to</i>	Jo Stevenson - Community Gardener
<i>Key internal contacts</i>	<p>Jo Stevenson, Community Gardener – Coordinates the groups and volunteers who spend time in the Community Garden and plans/maintains the growing spaces there including the greenhouse.</p> <p>Siobhan Goodwin, Community Engagement Manager – senior manager leading community engagement activity including volunteering recruitment and training.</p> <p>Gemma Palmer, Community Engagement Assistant – co-ordinates volunteer recruitment and training, helps other teams to recruit and support volunteers.</p> <p>Gardening team – James Cross (Head Gardener), Rob Hole (Gardener), Tracey Ayres (Gardener), Jess Orr and Megan Walters (Assistant Gardeners), Anna C-M (Trainee Gardener) and Jo Stevenson (Community Gardener) – lead, support and train gardening volunteers.</p> <p>Duty Manager – for any issues when the Palace and Gardens are open to the public.</p>
<i>Purpose of role</i>	<p>To maintain the plants and growing spaces in the Community Garden to help create and develop a welcoming and productive garden suitable for visitors to enjoy and for therapeutic gardening activities.</p> <p>See also Community Garden Volunteer (Group support volunteer) or Community Garden Volunteer (Family activity volunteer) role profiles.</p>
<i>Key tasks- what The Palace Trust expects from the Community Garden Volunteers</i>	<ul style="list-style-type: none"> <li>• To undertake horticultural tasks including plant propagation, planting, weeding, pruning, watering and harvesting (flowers and vegetables).</li> <li>• Provide a friendly and informed welcome to all visitors and groups of all backgrounds and needs.</li> <li>• To be willing to work alongside other volunteers in the garden.</li> <li>• To attend training sessions on an ongoing basis, annual appraisals and other meetings as required.</li> </ul>

<i>Anticipated time contribution:</i>	4-7 hours each week on a pre-arranged day as agreed with Community Gardener.  In the Community Garden many volunteers choose to come in less often due to the cold/wet weather so we are flexible across the year.
<i>Additional information:</i>	Practical clothes, including sturdy shoes or boots. Please bring waterproof or other appropriate clothing according to weather conditions. A variety of tasks and working areas are available to suit volunteers' needs so that everyone can contribute in a meaningful and satisfying way. Please discuss any specific support needs with the Community Gardener.