



Hillfields Community Garden Volunteer Garden Leader Job Description

- **Application Deadline:** 6th March 2025
- **Time commitment:**
 - One Saturday per month delivering the Volunteer Saturday group 10:15 - 2:30 (Group runs: 11AM-2PM)
 - Regular contact with other Garden Leaders and the CEO
 - Two volunteer celebration/socials per year (optional)
 - One AGM [Annual General Meeting] per year (optional)
- **Location:** Hillfields Park, Hillfields, BS16 4EP
- **Questions:** We operate with flexibility, so please do get in touch if you have questions about the role
- **Reporting** to the HCG CEO
- **Apply:** Please send CV and a one page cover letter to Sarah Rogers (CEO of HCG) ceo@hillfieldscommunitygarden.co.uk or call 07709053290

Role

We need a dedicated Garden Leader volunteer who can play a key role in helping to run our regular Volunteer Saturday Group. You will deliver enjoyable activities for local residents including planting, sowing seeds, weeding, pruning and other seasonal activities. This role involves working with members of the community to help grow a usable and edible garden and to create a community feel. This role is critical in bringing people together in the community to reduce isolation and to create awareness around the benefits of being in nature.

There are currently four regular groups which run in the garden and you will be part of a wider team where we share ideas and plans for the seasons ahead. You will have the skills and knowledge to develop and expand the community garden over time as we build more raised beds and develop the park. Hillfields Community Garden is a much-needed resource in the area, this will be a rewarding role for the right person.

About us

Hillfields Community Garden (HCG) is a small, local charity set up to bring the people of Hillfields together through community groups and activities. We are quite unique in that we operate from a public park and are open 24/7. Green spaces have a crucial role to play in supporting community health and wellbeing and they have huge potential to respond to the climate and ecological emergencies in our cities. Underpinned by the five ways to well-being and nature connections, our regular groups and events bring the community together and provide significant learning opportunities as well as enhancing the biodiversity of this ward.

2024 is shaping up to be an exciting year with a new climate action project and nature learning workshops. We need the enthusiasm and dedicated skills from a Volunteer Garden Leader to keep the garden thriving. If you are a capable and whole-hearted individual who is passionate

about growing and sharing with others their skills and knowledge then please apply to join our small team.

Main Tasks & Responsibilities

- Plan and deliver garden activities at the Saturday Volunteer Days, second Saturday of the month
- Develop, manage and deliver a successful growing plan
- Register and welcome volunteers, adhering to our GDPR guidelines
- Support Volunteers by providing advice and making the session enjoyable
- Talk about and demonstrate organic gardening methods and horticulture practices
- Supervise Volunteers by making sure they complete activities correctly and safely
- Assist Volunteers who have support needs with gardening tasks
- Adhere to and ensure volunteers follow safe practices and guidelines set by HCG and Bristol City Council Parks Department
- Carry out relevant risk assessments and visual and written safety checks and feedback and concerns
- Work with the Community Garden Cook to identify produce that could be harvested for the shared meal
- Encourage volunteers to take home excess produce and encourage home growing by sharing seeds and seedlings where possible

We will provide

- A hot vegan meal made from produce from the community garden at most sessions
- All of the tools, plants, seeds and equipment necessary
- Training and information from Bristol City Council, including First Aid and Volunteer Training
- Opportunities to attend conferences and training sessions that are made available to us as a charity
- Networking and additional learning through our network of growing spaces and Community Gardens in and around Bristol
- Opportunities to develop further skills through peer learning
- The chance to meet new people and make friends
- Opportunity to socialise with fellow volunteers and discuss project development
- The chance to make a difference to the local community
- The opportunity to shape HCGs planting and growing space which will impact the whole park site

Qualifications, Experience, Skills and Abilities

Essential

- Qualification/certification or relevant gardening experience
- Experience of Health and Safety Risk Assessment
- Thorough understanding of the principles and methodology involved growing produce
- A natural people person who likes to work outside whatever the weather

- An effective team player, keen to help make the project a success
- A friendly, welcoming, inclusive and non-judgemental approach to supporting all people
- Ability to supervise and support a team of garden volunteers
- Ability to communicate effectively with adults, children, families, carers and group leaders, Volunteers come from all backgrounds, ages and abilities
- An understanding of confidentiality and safeguarding policies
- Willing to complete a DBS check if necessary

Desirable

- Direct experience of working in a community growing environment
- Experience of working within an area of deprivation, with people with complex needs, barriers to learning, mixed abilities
- Confidence in respectfully maintaining appropriate boundaries to ensure the safety of all volunteers

You may be considering a career in biodiversity, conservation, or gardening, or you may be looking for something different to do with your spare time. If so, please apply by emailing us your CV with a short cover letter detailing why you feel you would be right for the role.

We strongly believe that a diverse organisation brings with it a diversity of ideas, thinking and ways of working which enhance what we do. Our staff bring with them a diversity of experiences, backgrounds, skills, ages and outlooks, which can provide added value to the services delivered by the project. We welcome applications from all people living in and around Hillfields and Bristol.

Details:

- This role is on a voluntary basis currently
- Flexible working pattern with immediate start date
- Application Deadline 6th March 2024 with interviews to be held shortly after
- We operate with flexibility, so please do get in touch if you have questions about the role
- Look at our website and Facebook for more info about the project:
 - www.facebook.com/hillfieldscommunitygarden
 - <https://www.hillfieldscommunitygarden.co.uk/>
- **Please send CV and a 1 page cover letter to Sarah Rogers (CEO of HCG)**
ceo@hillfieldscommunitygarden.co.uk or call 07709053290