

HAMMERSMITH COMMUNITY GARDENS ASSOCIATION

JOB DESCRIPTION FOR OUTREACH GARDENER

1. To proactively encourage participation in the community gardens and glass house projects particularly from people with health issues and from other hard to reach groups.
2. To provide a work plan and supervise the work of volunteers on site, including those with disabilities or mental or physical health problems, taking account of health and safety issue on site.
4. To undertake other outreach projects with other community groups eg Women's Aid and Sure Start in the form of one off workshops and other projects
5. Promote environmentally friendly gardening practices
6. To promote the wider aims of the Association and contribute to its long term development.
7. To be available for occasional evening and weekend working
8. To work in co-operation with the manager, other staff and the committee
9. To undertake monitoring and administrative tasks necessary for the smooth running of the organisation including quarterly reports

Personal Specification

Skills / Abilities

1. Excellent interpersonal skills and a commitment to working as part of a small team
2. Good knowledge of gardening practice using environmentally friendly methods
3. Experience of working in a community setting and the ability to work supportively with a wide range of people and groups
4. Self motivated and able to work under own initiative / be reliable
5. Ability to get on with members of the general public
6. An ability to drive would be an advantage
7. Sound organisational and administrative ability

The post will be subject to an Enhanced Criminal Records Check

Hours: Initially 3 days per week or by agreement.

Payscale: JNC Scale 6 point 26 £24,591 pro rata Holidays 25 per year pro rata

The post is initially funded by the City Bridge Trust to March 2009. We are currently seeking funding to continue to work