

## POSITION DESCRIPTION

### Golden Gums Farm Assistant Volunteer



<b>Regular Shift Available</b>	Monday and Tuesday - Morning
<b>Position Description Developed</b>	May 2022
<b>Position Responsible To</b>	Community Engagement Manager

**Organisation Summary:** Bendigo Foodshare (BFS) is a vibrant organisation that reduces food insecurity across Central Victoria by distributing donated food and by supporting the development of food skills.

BFS commenced operations in 2013. It is a not-for-profit organisation, governed by a local volunteer Board and staffed by more than 200 active volunteers. BFS operates a seven-day service that sources, rescues donated and surplus food and distributes it to thousands of local people each week via local charities, community groups and schools across Central Victoria.

The core objective of BFS is to rescue food that would otherwise go to waste and distribute this food as food relief to reduce food poverty in Central Victoria. However, food relief is only part of the solution to improving food security within our community. BFS is also committed to working with the community to increase food skills, including growing, cooking and sharing skills, and to reduce the stigma and barriers to accessing help when it is needed.

BFS has developed the Grow Cook Share Food Hub - one of seven Future Healthy Food Hubs across regional Victoria in an exciting partnership with VicHealth. This is an incredible opportunity for us to further strengthen Greater Bendigo as a leader in food sustainability, being Australia's first UNESCO City of Gastronomy (<https://www.bendigo.vic.gov.au/About/City-of-Gastronomy>) and having a Food Systems Strategy (<https://www.bendigo.vic.gov.au/Services/Strategic-Planning-Projects/Food-System-Strategy>) that places our whole community at the centre of the solution.

Our Grow Cook Share Food Hub is co-designed by our community to ensure an inclusive, accessible and inspiring food system. We are working with local producers, young people, and our multicultural communities, to grow, cook, share and sell food and to showcase our amazing food culture.

The key to achieving this vision is to meet our community where they are at with our range of initiatives - so our Grow Cook Share Food Hub is a hub and spoke model, living at key sites; such as our Golden Gums Farm market garden, The Old Church Growers Market and Peppergreen Farm Growers Markets; and at places where our community can access, feeling safe and connected; such as schools and community houses.

At Golden Gums Farm, we grow vegetables and fruit to sell at local Growers' Markets and hospitality businesses. We donate excess produce back to BFS to use in food relief. We also collect BFS green waste to turn into valuable compost for the farm. Profits made from the sale of produce goes back into the project.

**Position Summary:** The Golden Gums Farm Assistant volunteer position is an exciting, dynamic and rewarding role for someone interested in growing food, market gardening and local food security, and offers the opportunity to develop food growing skills. You will work with a team of volunteers and staff, assisting the Community Food Hub Urban Farm Coordinator with farm and market garden duties. This key role supports the achievement of the Grow Cook Share Food Hub's objectives.



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### Golden Gums Farm Assistant Volunteer



The position is currently located in Strathfieldsaye.

Please note that this activity involves manual handling, and a reasonable level of fitness is required. Manual handling tasks may include lifting, lowering, bending, pushing, pulling, holding, twisting, turning, repetitive movements and standing for extended periods of time. If you have a pre-existing injury or condition, this role may not be suitable.

We do not allow volunteers to participate if we determine they are unable to perform tasks safely.

All volunteers are required to wear a BFS high visibility vest and name tag as provided, gum boots/work boots and fit for purpose, comfortable and presentable clothing. Sun smart clothing is advised.

#### Responsibilities:

- Tasks will vary depending on many factors, including the time of year, weather, season, and crop types and will include but not be limited to; sowing seeds or seedlings; caring for plants through the growing season (eg pruning, watering); harvesting and preparing crops for sale/donation; weeding and garden bed maintenance; creation of new vegetable beds.
- Maintain open, honest and professional communication, including communicating key messages between staff and volunteers at food partner organisations and BFS staff and volunteers as needed.
- Perform all work with a 'safety first' approach including:
  - Observe and maintain appropriate OH&S requirements.
  - Report any hazards identified in the workplace.
  - Report safety incidents occurring in the workplace.
- Always ensure safe working and manual handling practices. You should not undertake this work if at any time you do not feel comfortable.
- Accept and undertake directions from your BFS supervisor, perform all duties as an effective and contributing member of BFS.
- Fill each of your rostered shifts or notify BFS if you will be unavailable.
- Comply with BFS Code of Conduct.
- Always understand and comply with all relevant BFS policies and procedures.
- All children engaging with BFS programs have the right to feel and be safe. Keeping children safe is everyone's responsibility. BFS is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them. BFS have zero tolerance to child abuse. Each volunteer and employee have a responsibility to adhere to this requirement and report any child safety concerns to their supervisor immediately. Any breach of this standard will result in disciplinary action.

#### Key Selection Criteria:

- Must enjoy working outdoors and have a reasonable level of fitness as the role requires lots of movement, lifting, bending and twisting.
- Have a friendly, positive, solutions focused approach.
- An understanding of and commitment to basic OH&S principles.
- Current Police Check.
- Current Working with Children Check.

