

POSITION DESCRIPTION

Farm Harvesting

Volunteer



Regular Shift Available	Tuesday - Morning
Position Description Developed	April 2024
Position Responsible To	Bendigo Foodshare Warehouse Coordinator or representative on site

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.

Position Summary: The Farm Harvesting position is an exciting, dynamic and rewarding volunteer role for someone looking to support and contribute to the community. You will harvest food which is superfluous to the food partners' requirements so BFS can fulfil the food security demands of its Food Relief Partners.

The position is currently located at Schumakers Lane, Maiden Gully.

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 working on uneven ground and exposed to the elements. 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 as provided.

The types of tasks in this role include the following:

- Harvesting of food as directed.
- Lifting and carrying produce.



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Responsibilities:

- 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.
- Use tools to assist with harvesting (including knives) in a safe manner.
- Accept and undertake directions from your BFS supervisor, perform all duties as an effective and contributing member of BFS.
- You will be exposed to those conditions normally encountered in an outdoor environment.
- Physical demands are moderate to strenuous, consisting of the ability to sit, stand, stoop, reach, bend, lift and pull using safe manual handling practices.
- 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:

- Current Police Check.
- Current Working with Children Check (for some roles).
- Have a friendly, positive, solutions focused approach.
- Reasonable level of physical fitness.
- An understanding of and commitment to basic OH&S principles.

Suitable Clothing:

- Long pants
- Gloves
- Long Sleeve
- Gumboots
- Sun Smart Hat

