



Volunteer Role Description

Individual Support – Garden Mates

You will work with the Caring Neighbourhood Program (CNP) staff and other volunteers to support socially isolated people in the community. The program provides social opportunities that are based on companionship and inclusion to enable people who are socially isolated through ageing or degenerative conditions to make meaningful connections within their local community.

Background:

A garden is a part of a person's home and often a very personal extension of themselves. The garden can be a place of memories, pleasure and contentment. To some, losing the capacity to maintain their garden can be a very significant loss and can lead to a loss of wellbeing.

Job Purpose:

Individual support - Garden mates

Your role is to offer individual support on an ongoing basis to a person with a focus on their garden. Together you will plan and implement gardening tasks to build capacity for the person to enable them to maintain their garden.

Location(s): In clients homes and gardens

Key tasks (may include):

- Initially, together with client and supervisor you will set clear boundaries and aims of visit with a view of their goals and needs of their garden.
- Agree on activities that you can do together to achieve an agreed outcome over a set time period.
- Regularly monitor and assess activities to continue to meet new goals.
- Spend meaningful time together, learning from each other's knowledge and skills.
- Attend to the following tasks only, and always encourage the person to get actively involved:
 - Planting, light pruning, hand weeding, mulching, potting, watering, planning and shopping for new plants. * **The use of power tools are not permitted.**
- Break up planned activities into small manageable tasks and take rest breaks often.
- Be led by the persons plan for their garden and not try to "fix" things if the garden is not your standard or style.
- Discuss ideas with the person to find ways to make the garden and garden maintenance easier for them to handle.
- Reporting time, reimbursement, progress and any issues to CNP staff
- Attending mandatory training and any other specified training opportunities
- Attending regular meetings to contribute ideas and feedback about the program and its activities
- **Remember** – you are not your mates gardener. Don't be swayed to attend to tasks outside agreed activities or your job description.

Benefits to the volunteer:

- Meet new people and make a positive difference in their lives.
- Learn new skills and knowledge
- Apply existing knowledge and skills
- Contribute to the well-being of older persons in the community
- Engage in a meaningful relationship

Desirable Characteristics:

- Enjoy working outdoors
- Basic understanding of plants and gardening

- Physically able to carry out manual gardening tasks
- To have regular contact with the person with whom you are matched (at least once monthly for a minimum of 1 hour)
- To be willing to spend time with the person to establish a rapport & connection and engage in a mutually agreed activity
- High level observation skills to monitor risks and recognise when the person you are working with is needing to rest.
- To give a high level of courtesy, respect and consideration when working with older people.

SPECIAL CONDITIONS

- Ability to correctly use gardening equipment – either supplied by you, Caring Neighbourhood Program or the person.
- Carry a mobile phone with you in the garden at all times.
- Wear appropriate clothing for working outdoors and gardening – ie: gloves, hat, long sleeves, closed toe shoes.
- A current drivers licence AND willingness to use own car for visiting and transporting the person and possibly plants, if required.
- Volunteers (if required to drive) are required to have a medical clearance from a medical practitioner using the CNP Medical form.
- If required to transport passengers in their own private vehicle, the volunteers are required to keep the vehicle in a well maintained, roadworthy condition and have current registration and comprehensive insurance.
- Forms are provided for reimbursement of approved out of pocket expenses, including mileage.
- All CNP volunteers require a current Police Screening. This can be arranged through the CNP coordinator after an interview.
- Volunteers are covered by the City of Victor Harbor Volunteer Policies.
- Volunteer advised to have roadside assistance for their own vehicle.

WORK HEALTH AND SAFETY

You will need to:

- Read and adhere to information that has been told or given to you about the client and any limitations they have.
- Read and comprehend "Looking after you and your garden mate" guidelines document.
- Participate in an orientation process.
- Be aware that Council has Work Health and Safety policy and procedures.
- Ensure personal adherence to the Work Health and Safety Act.
- Take reasonable care to protect his/her own health and safety at work.
- Contact supervisor if you are unwell to minimise spread of any infections from volunteer to others.
- Ensure that you do not endanger any other person through any act or omission to act while on the job.
- Ensure that correct use is made of all equipment provided for health and safety purposes.
- Obey all instructions to protect your own personal health and safety and the health and safety of others.
- Ensure that if you are transporting passengers in a vehicle, you must have no alcohol or illegal drugs in your system.
- Be aware of Council's accident reporting procedure and report all accidents or incidents to CNP staff.
- Be aware that Council has a Code of Conduct Policy and that the volunteer has a responsibility to ensure that their behaviour is appropriate at all times.

To find out more about the role and have an informal chat, please call the Caring Neighbourhood Program on 08 8551 0544.