



## VOLUNTEER ROLE DESCRIPTION

<b>VOLUNTEER ROLE</b>	Community Gardener
<b>PROGRAM</b>	Social Connection & In Home Support
<b>DIRECTORATE</b>	Aged Care
<b>REPORTS TO</b>	Program Lead
<b>VOLUNTEER HOURS</b>	Approximately 3 hours per week

### ORGANISATIONAL PURPOSE

The Brotherhood of St Laurence (BSL) employs over 1200 staff and is supported by approximately 1200 volunteers. Our work is focused in Melbourne and Victoria but branches out through our partners to every state and territory in Australia.

In contemporary Australia, poverty and disadvantage have a strong geographic dimension. The focus of our work is increasingly on places as well as groups of people experiencing hardship such as early school leavers and the unemployed. We create programs which prevent and alleviate poverty during four key life transitions: childhood, adolescence, midlife and retirement.

One of our priorities is to work with state and federal governments and other community organisations to scale up our successful programs. The Brotherhood's approach is informed by the best evidence, including the work of our own research and policy department.

### DEPARTMENTAL PURPOSE

The Aged Care Division at the Brotherhood of St Laurence provides residential services and independent living accommodation for people on low incomes and home based services for older people and people with disabilities living in their own homes.

### PROGRAM PURPOSE

The Social Connection & In Home Support program offers a range of activities in a supportive and dementia-friendly environment. Members are encouraged to pursue past interests such as gardening or other outdoor hobbies. Art and music therapy, indoor bowls and board games are also on offer.

Community involvement is emphasised to promote wellbeing and social connections. Carers can also put their mind at ease and take a break while Banksia Frankston care for their loved ones.

### ROLE PURPOSE

In this role, you will be responsible for the maintenance of an already established garden and lawns, which will involve mowing of lawns, trimming of bushes, preparation of the garden beds for planting and

general maintenance to maintain a pleasant and safe environment for visitors, clients and staff at the site.

## **ROLE TASKS**

- Maintain gardens at Banksia Frankston and Carrum Downs
- Help reducing safety risks by removing hazards such as items on foot paths
- Inform the Program Lead of any issues as they arise.

## **WE ARE LOOKING FOR**

We are looking for someone with:

- Excellent communication skills with ability to communicate with people from a diverse range of backgrounds.
- A genuine commitment and interest in gardening
- Well-developed interpersonal and communication skills
- Ability to work well with others and take instructions
- Understanding of and commitment to the values and ideals of the Brotherhood.

## **ORGANISATIONAL RELATIONSHIPS**

Internal Liaisons: BSL volunteers and employees

External Liaisons: Banksia consumers

## **CONDITIONS OF VOLUNTEER INVOLVEMENT**

1. This role requires a police check, an aged care statutory declaration and an NDIS screening check. Your volunteer role will not begin until the necessary checks are complete.
2. Volunteers are requested to take responsibility for their own and others' workplace health and safety and to adhere to policies which keep the Brotherhood of St Laurence a workplace committed to equal opportunity, free from discrimination and harassment.
3. All Brotherhood volunteers must be eligible to volunteer in Australia.

## **AGREEMENTS**

I understand that I am a volunteer who contributes my time and effort without expectation of remuneration.

I understand that as a volunteer I am required to adhere to Brotherhood of St Laurence policies, procedures and the code of ethical behavior.

In the event of injury sustained in performing my volunteer role I understand that I can make a claim against the Brotherhood of St Laurence's insurance policy for 85% of my non-Medicare costs up to the relevant policy maximums. Activities taken on my own initiative outside of this role are at my own risk.

I undertake to keep all personal or sensitive information about customers and participants, other volunteers and the BSL team in the strictest confidence by only discussing such details within the bounds necessary to undertake my duties and responsibilities as a volunteer with the Brotherhood of St Laurence.

Volunteer Name: \_\_\_\_\_

Volunteer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_