

JOB DESCRIPTION

JOB TITLE	St. Paul Garden Volunteer
------------------	----------------------------------

DATE	May 2024
-------------	-----------------

APPROVED	
-----------------	--

REVISED	
----------------	--

JOB PURPOSE

- To assist in maintaining the St. Paul Branch garden bed.
- To promote food literacy and working together in community.
- To advise on St. Paul Branch garden bed and, if applicable, garden-themed programs.

KEY RESPONSIBILITIES

- Water, weed, and harvest the garden bed as scheduled from May to September.
- Share passion and knowledge of gardening with Library staff and the community.
- Learn about gardening and develop related skills.
- Attend information and planning meetings.
- Be available on a regular basis from May to September to complete these duties.

QUALIFICATIONS

- Completed Grade 8
- Interest in gardening (no experience required)
- Interest in community involvement

KEY COMPETENCIES

- Interpersonal skills
- Communication skills
- Reliable
- Teamwork/relationship-building
- Enthusiasm

WORKPLACE ENVIRONMENT

The Library strives to be a workplace which fosters respect for all customers and co-workers, and requires employee commitment to the following:

- Adherence to the legal requirements of all levels of government, e.g. Health and Safety, Human Rights, Harassment, Freedom of Information and Privacy, Workplace Violence, AODA, CASL
- Adherence to the policies and procedures of the Library
- Building and nurturing positive relationships among customers and colleagues
- A culture of teamwork, collaboration and respectful feedback
- A culture of technologically engaged staff
- Accepting and welcoming to all members of our diverse community