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**Trustee Role Description**

**– Worcester Community Garden**

**Role Purpose / Summary**

* Provide leadership, inspiration and support to volunteers and fellow trustees, contribute to the setting of the overall strategy and direction of the organisation.
* Contribute to the development of the organisation by providing skills\* energy and enthusiasm, setting goals and targets and evaluating them.
* Create the conditions for volunteers to relax get involved and grow in line with the values of the community garden.
* Strive to maintain and develop the organisation’s resources (human, financial and physical) ensuring financial control, and that we do not spend money on things that are not in line with our objects.

**Key Responsibilities**

* Attend and make a positive contribution to quarterly trustees meetings at the gardens or an agreed alternative venue.
* Provide specific skills that help sustain and develop WCG and its volunteers.
* Contribute to the drawing up, and monitoring of, the implementation of internal policies which must include equality and diversity, safeguarding and health and safety, grievance and complaints
* Promote WCG and its activities at every opportunity in person and via social media.
* Attend the community gardens on a regular basis, engaging with volunteers and get hands on with building, maintenance, planting and harvesting.
* Develop and attend occasional events at the community gardens to promote our activities and volunteering.

**Key working relationships**

* Transition Worcester Core Group which represents WCG’s umbrella organisation.
* Fellow Trustees.
* Volunteers from gardeners to providers of other skills.
* Funders and potential funders.
* The surrounding community.

**Liabilities and Legal Requirements**

WCG is applying to be a Community Interest Organisation. This limits the liability of Trustees unlike being a charity trustee but is still governed by the rules of The Charity Commission.

The Organisation has its own bank account with a limited number of signatories.

Trustees may be required to complete Enhanced Disclosure and Barring Service paperwork if they wish to work alone on site with young people or vulnerable adults.

Trustees of WCG should be prepared once appointed to become members of Transition Worcester which is the organisation that set up the community garden. This would aid the integration of voluntary groups aligned to Transition Worcester’s values and ambitions for residents of Worcester.

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Values and Behaviours** |  |  |  |
| |  |  |  | | --- | --- | --- | | Demonstrates diversity and difference, operates with integrity and openness |  |  | |  | | | | | | |
| Observes the 7 Nolan Principles of conduct in public life. [https://www.good-governance.org.uk/publications/insights/the-nolan-principles](about:blank) | | | |
| **\*Skills and Capabilities**  Be expert in at least 1 of below, + competent in 2 or more. Willing to learn at least 1 | **Expert** | **Competent** | **Want to learn** |
| Vegetable gardening |  |  |  |
| Edible plant gardening |  |  |  |
| Fruit tree and bush growing |  |  |  |
| Bee Keeping |  |  |  |
| Soil management / composting / permaculture |  |  |  |
| Talking therapies, counselling, wellbeing |  |  |  |
| Special needs support |  |  |  |
| Outdoor Cooking |  |  |  |
| Carpentry or woodwork (construction) |  |  |  |
| Simple accounts (Treasurer) |  |  |  |
| Fundraising |  |  |  |
| Confident communicator, make presentations |  |  |  |
| Copywriting, web content |  |  |  |
| Social Media content and promotion |  |  |  |
| Artist, Signwriter, Illustrator |  |  |  |
| Volunteer management and motivation |  |  |  |
| Community engagement |  |  |  |
| Teaching/mentoring |  |  |  |
| Health and safety |  |  |  |
| Contract law |  |  |  |

**Extract From our Website**

Worcester Community Garden is a delightful urban teaching, research and community display garden, of 3/4 an acre, situated in the heart of Worcester. Based at The Old North Stables on the edge of Pitchcroft Race Course. It is part of[Transition Worcester](about:blank)

We help you to grow, harvest, process, cook and eat more of your own healthy, seasonal food sustainably right where you live. Promotion of biodiversity and wildlife conservation are also central to everything we do.

This exciting facility holds several benefits for you and the wider community, including:

* improvements in your physical and mental wellbeing
* a strengthening of our community
* reaching out to the marginalised
* an increase in your skills and knowledge about how to grow fruit and vegetables
* a reduction in your food miles
* a closer connection with where your food comes from
* fresher and healthier seasonal food for you at a reduced cost
* learning how to renew, reuse and recycle more of your resources
* more biodiversity and contact with wildlife for you
* To provide small charities with some herbs and vegetables

There are lots of opportunities for you to learn new skills, join our gardening club and volunteer to contribute to this fantastic enterprise. Come and visit us; you will receive a very warm welcome.

We are open between 10am and 2pm every day except Wednesday (this is weather dependent). Just look for our banner.

[http://worcestercommunitygarden.org.uk](about:blank)

Follow us on Twitter and Facebook