

Position Description

Position:	Community Garden facilitator – Lalor Refresh Project
Reporting to:	Lalor Refresh Project Coordinator, Lalor Neighbourhood House
Salary range:	Level 4 SCHCADS for NHACE Agreement (2018); negotiable - depending on qualifications and experience
Hours of Work:	5 hours per week
Location:	Lalor Neighbourhood House, 47A French St, Lalor
Terms of Appointment	Two year project with completion date on April 3, 2026
Start date:	1 May 2024

Organisational Context

Our welcoming, friendly and professional centre includes a Neighbourhood House (LNH), providing different activities and classes for members of the community. LNH is registered with the ACFE Board as a Learn Local provider of adult education. Many activities focus on adult education, including English and computers, but the Centre is very supportive of learners of all ages from culturally and linguistically diverse backgrounds. This includes social groups, art classes, weekly community lunches and cooking activities with local school students. We offer Occasional Childcare, After School Tutoring Program for younger members of our community through to adults. Our Lalor Refresh Project is transforming the local area with gardens and art installation and hopes to become an arts and permaculture precinct that foster creative industries.

Our Vision: To be a welcoming, safe and happy space where you learn, connect and make friends within a culturally diverse community.

Our Purpose: LNH aims to:

- Nurture community connections, create opportunity, promote equity and challenge disadvantage
- Transform lives with the power of learning, skills & knowledge sharing
- Bring the community together to create a healthy and sustainable local environment
- Engage in friendship, fun and creativity.

Our Values: LNH brings the following core values to everything we do:

- Community led.
- We champion inclusion, equity and strive for a sustainable environment.

About the Project – Project Description

The Lalor Refresh Project brings people from CALD backgrounds; those with an intellectual disability or lived experience of mental illness; Aboriginal women, local residents and volunteers together to participate in creative arts, permaculture, food preserving, crafts, sewing, and other creative industries using recycled materials.

These activities will transform a neglected Lalor Laneway, connecting a Library, Senior Citizens Centre and Neighbourhood House into an Arts, Garden & Social Enterprise precinct. The project is strength-based, using participatory leadership and decision-making principles.

People of all backgrounds and abilities will find purpose, social connection, skills development, shared leadership as everyone drives the project design together. Activities will be responsive and often spontaneous, as group members inspire each other, teach each other new skills; create inspirational indoor and outdoor art, gardens and creative products for sale in the new Makers' Space.



Position Rationale

The project includes the development of a Community Garden Committee/Group who will take responsibility for the planting and maintenance of the new garden beds around LNH including the vegetable gardens and indigenous planting around the building, weeding, watering, pruning, feeding and harvesting the plants as required.

Support for Community Garden team:

- Support and supervision from Lalor Refresh Project Coordinator
- Support from the Coordinator of Volunteers
- A team of tertiary students on placement
- LNH Volunteers who can be consulted, engaged to look after the gardens.

OVERVIEW OF DUTIES

Recruit Community Garden Volunteers with support from the Coordinator of Volunteers

- Develop a roster of community garden tasks and match volunteers to the rostered activities
- Develop planting guidelines based on permaculture, crop rotation and organic food production principles
- Provide ongoing support for volunteers
- Support Coordinator of Volunteers to recruit and support volunteers to manage and maintain all new garden works
- Recognition and reward of volunteers

Key Selection Criteria - Essential

- Demonstrated experience in community garden projects
- Strong relationship building skills with the ability to build relationships with a diverse range of key partners, stakeholders, community groups and organisations
- Experience working with people of all ages, in cross-cultural settings and a demonstrated commitment to the principles of equity, access and community participation
- Demonstrated capacity for resourcefulness and self-motivation and an ability to manage competing and complex work priorities

Employment Conditions

- The successful applicant will be required to enter into an employment contract and maintain successful Police and Working with Children's checks.

Aboriginal and Torres Strait Islanders, people from multicultural backgrounds, or with a lived experience of disability are encouraged to apply. People who live in Whittlesea LGA or surrounding suburbs are also encouraged to apply.