Southwark Day Centre for Asylum Seekers

Gardening Project Seasonal Worker

Job Description

Job Title: Gardening Project Seasonal Worker (Summer/Autumn)
Rate: £80-£100 per session – rate to be negotiated
Hours: 4/5 hours per week
Starting: asap – for 25-30 weeks
Reporting to: Centre Manager for Operations
* This is a fixed term project role due to specific funding secured.

Southwark Day Centre for Asylum Seekers (SDCAS) is a charity established in 1996 providing support services to asylum seekers and refugees from 3 different locations across the borough.

Purpose:

- To be responsible for delivering the Tuesday Gardening for Wellbeing Project which aims to provide a caring, social, and learning environment for asylum seekers, refugees' and migrants, where their skills and experience are used to help promote good mental and physical health.
- To ensure the project forms part of the overall holistic services provided by the charity at various agreed sites across the borough.

Responsibilities:

- Deliver a programme of weekly sessions at Lettsom Allotments e.g., plan and prepare sessions with volunteer team, incorporating various aspects of gardening such as preparing soil, composting, watering, plant life cycles, organic food growing, harvesting, building garden beds, painting, and general garden maintenance.
- Ensure the garden project runs in a participatory and inclusive manner, in particular being conscious of language barriers.
- Make decisions in the garden collaboratively, creating space for client expertise and experience.
- Assist with clients' wellbeing needs and liaise with centre leads, and the designated safeguarding lead on client wellbeing issues.

- Oversee and supervise volunteers, including helping with recruitment, inductions, training and feedback where possible.
- Ensure all SDCAS policies and procedures are upheld in the space, including safeguarding, boundaries, and confidentiality.
- Ensure that the garden functions consistently with other centre spaces, ensuring that clients visiting the garden sign in to reception at the centre first and that those suspended from SDCAS are also not attending the garden.
- Respond appropriately to any questions or concerns raised by volunteers and clients, passing on any feedback or concerns where necessary.
- Help develop gardening guidelines and practices in line with health and safety, equality and diversity etc.
- Help purchase seeds, plants, equipment, and other necessary items.
- Ensure gardening tools and other equipment are organised, safe to use and stored.
- Help to organise garden events and activities e.g., creative workshops, apiary sessions etc., as appropriate.
- Ensure the service is well advertised to clients e.g., produce material to promote the project, speak to clients in the centre about the garden.

General

- Liaise with the relevant colleagues as necessary.
- Assist with fundraising and monitoring reports as required.
- Attend team meetings as required.
- Ensure a handover document is in place for staff/volunteers once the role finishes.
- Work within SDCAS aims, objectives and policies including promoting equality, diversity and rights for all who use and work at SDCAS.
- Model positive behaviour and assist in championing equal opportunity and diversity within SDCAS.
- Ensure good communications between all involved in SDCAS.