



## ***Volunteer with the Edible Garden Project!***

Thanks so much for your interest in working with us! This package outlines some of the volunteer positions that we have available and our application form. Please read over the job descriptions, and indicate the job(s) that appeal to you most in your application. Return all forms to Emily at [volunteer@ediblegardenproject.com](mailto:volunteer@ediblegardenproject.com).

### **A Bit About the Edible Garden Project:**

The Edible Garden Project (EGP) is working to increase food security, support urban agriculture, and build food growing skills and capacity on the North Shore. Our initiatives include:

- **Sharing Backyard Bounty:** Nearly 3000lbs of fresh produce is grown and donated to the Harvest Project annually through our network of backyard gardeners and the EGP veggie patches. This program serves to increase access to fresh local foods for community members who do not have adequate access to fresh produce and helps to create a sustainable community-based network around growing and sharing locally produced fruits and vegetables.
- **Strong Roots:** Strong Roots provides hands-on learning opportunities throughout the season to help new gardeners learn how to grow food. We work in partnership to deliver the GardenSmart workshop series and the Fed Up school garden program.
- **Growing Food Gardens:** We work to develop new community gardens and urban farms, and advance policies supporting urban agriculture in our municipalities. Our Deep Roots program will provides mentorship and resources for new backyard gardeners to transform their lawns. We also work to connect people without access to gardening space with people that have unused or underutilized garden space through Sharing Backyards.

The EGP strives to create a community network around the environmental and nutritional importance of growing and sharing fresh local food.



## ***Garden Working Group Intern***

*The EGP maintains five organic garden plots on the North Shore. As an intern, you will be working on a team of 3-5 people on managing one of our gardens. This includes planning, maintaining, and harvesting.*

### **Main Roles (as a team):**

- Develop the annual garden plan
- Weekly produce harvests and delivery, and garden watering
- Identifying tasks to be completed during Group Gardening sessions
- Meeting monthly as a group with Heather & Emily to plan and schedule the upcoming month's activities

### **Skills & Qualifications:**

- Basic organic gardening experience an asset, but not required
- Work well with others and in a team environment
- Ability to work in various weather conditions and outdoors
- Knowledge/interest in social/environmental justice issues an asset
- Excellent interpersonal communication skills

### **Commitment:**

- An average of 1-4 hours per week - dependent on the time of season and the number of people on your Garden Working Group team.
- Flexibility in when you contribute your hours (evenings, weekends, etc), but a commitment to contribute, communicate, and work with your

### **Benefits:**

- Letter of reference at the end of the season (September)
- Opportunity to learn significantly about managing a garden organically
- Opportunity to meet and build relationships with expert gardeners
- Experience volunteering with a non-profit organization



## **Group Gardener**

*The EGP maintains five organic garden plots on the North Shore. Every second and last Saturday of the month we host drop-in Group Gardening sessions. Learn what's happening in the veggie patch each month, how to make compost, plant seedlings, and carryout the tasks that keep your garden producing.*

### **Main Roles:**

- Tasks vary depending on the time of year, but you can expect to:
  - o Prune
  - o Make compost
  - o Plant seedlings
  - o Mulch
  - o And much much more!

### **Skills & Qualifications:**

- No gardening experience required!
- Work well with others and in a team environment
- Ability to work in various weather conditions and outdoors
- Excellent interpersonal communication skills

### **Commitment:**

- Every second and last Saturday of the month there are two drop in sessions - join us when your schedule allows:
  - o 10:00am-11:30am and 1:00pm-2:30pm (locations rotate monthly)

### **Benefits:**

- Letter of reference at the end of the season (September)
- Meet neighbours and build relationships with people also interested in growing food
- Learn food gardening skills, and get hands on experience



## **Harvest Delivery**

*Every weekend from May through September we pick up fresh local produce donated from vendors at the Farmer's Market, and deliver it to a local social housing development. This delicious fresh produce is sorted and distributed to residents. We're looking for friendly and helpful volunteers to pick up and drop off donated produce on Saturday and Sunday afternoons.*

### **Main Roles:**

- Pick up produce from 2-3 farm vendors at the Farmers Market (location dependent on the day of the week)
- Deliver the produce to Grant McNeil Housing Development (West 2<sup>nd</sup> Street, North Vancouver)

### **Skills & Qualifications:**

- Access to a vehicle and a valid drivers license
- Friendly outlook and comfortable meeting new people
- Punctual and reliable
- Ability to lift bins of produce (weighing up to 50lbs)
- Interest and knowledge of local and organic food issues an asset

### **Commitment:**

- Ability to commit to produce delivery at least two days per month (always a Saturday or Sunday), from 3:00pm-4:00pm - May through September.

### **Benefits:**

- Letter of reference at the end of the season (September)
- Opportunity to meet and build relationships with local farmers
- Experience volunteering with a non-profit organization



## **Event & Farmers Market Ambassadors**

*The EGP is invited to attend lots of local and sustainability focused events throughout the year, and we have an amazing team of volunteers to help us share what we're doing, provide resources, and get people involved!*

### **Main Roles:**

- Assist with set-up, take-down, and event coordination
- Promoting the EGP and our programs
- Educating people on local food and food security issues (training provided).
- Working with the Volunteer & Events Coordinator to create innovative activities and outreach materials

### **Skills & Qualifications:**

- Excellent customer service skills
- Passion for local food related issues (urban ag, food security, etc)
- Ability to work in various weather conditions and maintain a positive outlook
- Ability to lift equipment and assist with set up and take down of tabling equipment
- Outgoing and friendly personality

### **Commitment:**

- Ability to commit to the following dates and hours (aprox 3 hours per week) at the Farmer's Market locations:
  - o 9:00am-12:00pm on Saturdays from May X - September X OR
  - o 12:00pm-3:00pm on Saturdays from May X - September X OR
  - o 9:00am-12:00pm on Sundays from May X - September X OR
  - o 12:00pm-3:00pm on Sundays from May X - September X OR*(Not necessary to commit to all weeks - vacation time provided!)*
- Or you can commit to single events throughout the season (tba)

### **Benefits:**

- Letter of reference at the end of the season (September)
- Networking opportunity for people interested in local food and sustainability issues
- Develop customer service and outreach skills in a fun environment
- Experience volunteering with a non-profit organization



## **Deep Roots Intern**

*This is a new and exciting program that the EGP is launching this year to catalyze lawns turning into food producing gardens, connecting new gardeners to local knowledge, and strengthening our network of food sharing! Attend an intensive weekend long food gardening workshop, and in return share your knowledge with your community.*

### **Main Roles:**

- Learn about organic food gardening
- Provide garden consultations or support visits to two members of your community to kick start their home gardens (in return for your free intensive garden training)
- Provide feedback and evaluation of the garden consultation process

### **Skills & Qualifications:**

- Passion for growing food at home
- Ability to work in various weather conditions and maintain a positive outlook
- Outgoing and friendly personality
- Excellent interpersonal communications skills
- Some facilitation or teaching experience an asset, but not necessary

### **Commitment:**

- Attend an intensive weekend long training workshop covering all the topics you need to know to turn a lawn into a excellent vegetable patch-site selection, design, garden planning, organic gardening techniques, etc
- In return for the training, you complete 2 support/consultation visits to members of your community that are interested in starting gardens. We make the connections, mentor you through the process, and you're able to give back to your community.

### **Benefits:**

- Letter of reference at the end of the season (September)
- Networking opportunity for people interested in local food and sustainability issues
- Learn incredibly and invaluable skills in food growing
- Make connections within your community and share your knowledge
- Experience volunteering with a non-profit organization



## ***What's Growing On? Blog Contributor***

*Our blog is a place where people come to learn about events in the community, opportunities to support advancing urban agriculture, and to pick up tips and tricks of organic gardening. We're looking for people with a passion for communication & food issues to join our team of blog contributors.*

### **Main Roles:**

- Researching issues related to food security, urban agriculture, social and environmental justice issues related to food, local events, or gardening tips -> wherever your interest lies!
- Writing and editing content for our blog on any of the above topics

### **Skills & Qualifications:**

- Excellent written communication and editing skills
- Highly self directed, and able to work independently
- A strong interest in food security and social/environmental justice issues
- Ability to write engaging content - blogging or editorial experience an asset
- Familiarity with WordPress an asset
- Knowledge of social media tools and SEO an asset

### **Commitment:**

- One post per week - approximately 2-3hrs commitment per week.

### **Benefits:**

- Letter of reference at the end of the season (September)
- Training in Wordpress available
- Opportunity to develop content for your portfolio and experience writing for a public audience
- Experience volunteering with a non-profit organization



## VOLUNTEER APPLICATION

Thank you for your interest in volunteering with the Edible Garden Project! We're excited to work with you on building and strengthening a local food network on the North Shore. Before you get started, all volunteers for the Edible Garden Project and North Shore Neighbourhood House must go through the following screening process:

1. **Try us out!** We think it's valuable for anyone interested in volunteering with us to come out and give it a try before filling out any paper work. This gives you an opportunity to see if working with us is what you're looking for.
2. **Volunteer Application & Agreement Forms:** This gives us your basic contact information, emergency contact, and interests for volunteer activities so we can make sure you're doing what you love.
3. **Criminal Record Check:** All volunteers are required to fill out a Criminal Record Check because we often work near children and on private property.

### Volunteer Application Instructions:

1. Complete EGP Application Form (2 pages separate attachment) and the Volunteer Agreement (1 page below)
2. Fill in Name and Date at top of the letter from the Volunteer Coordinator to the RCMP
3. Complete RCMP Criminal Record Check
  - a. **North Vancouver Residents:**
    - i. Take the completed Criminal Record Check form AND the letter (this waives the fee) to the RCMP station at 147 East 14<sup>th</sup> Street, North Vancouver
    - ii. Bring 2 pieces of ID (including photo and address).
    - iii. The RCMP will mail the forms directly to the Volunteer Coordinator when completed, and they will contact you.
  - b. **West Vancouver Residents**
    - i. Complete the "Consent to Criminal Record Check" form and the letter
    - ii. Drop off at the North Shore Neighbourhood House (Attn. Emily Jubenvill - EGP Volunteer Coordinator).
    - iii. The Volunteer Coordinator will send to the RCMP office, and contact you when the process has been completed.

**If you have any questions please contact Emily Jubenvill, Volunteer Coordinator**

P: 604-987-8138 ext 209

E: [volunteer@ediblegardenproject.com](mailto:volunteer@ediblegardenproject.com)



Volunteer Agreement for: \_\_\_\_\_  
(Full Name)

I agree to participate as a volunteer for the Edible Garden Project (EGP) and the North Shore Neighbourhood House (NSNH) and I am willing to make a \_\_\_\_\_ commitment.  
(Length of time)

I agree to fulfill my volunteer shift and be on time. If I am unable to fulfill my shift, I will contact the volunteer coordinator, Emily Jubenvill, in advance.

I agree to keep personal information regarding clients, gardens, participants and the affairs of the EGP and NSNH confidential and not exchange my personal information with clients. I understand that there are a number of extremely sensitive programs where a client's confidentiality could literally be a life threatening matter extending from something as simple as giving out a telephone number, information on where they live or their living arrangements. Personal concerns regarding a client/participant's health, welfare or safety should be reported immediately to your supervisor.

I agree to discuss any concerns or problems related to the volunteering position with my supervisor or the coordinator of volunteer services in a timely and appropriate manner.

I agree to treat with respect every individual at the EGP and NSNH. This includes clients/participants, community members, community agencies, staff and fellow volunteers.

I understand that failure to adhere to the policies and procedures of the Edible Garden Project and the North Shore Neighbourhood House, especially regarding confidentiality, may result in immediate dismissal.

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

\_\_\_\_\_  
Coordinator Signature