

Back Gardeners Volunteer Job List

1. Garbage & Recycling

This job requires showing up regardless of weather, within reason of course, to empty the bins that are full, tie the bags,, take them to the curb near the garden entrance and replace new bags in the bins; If bins are only part way filled they can be left as they are. Each committee member is scheduled one day per week from April through October. A reduced team is scheduled for the winter months.

2. Composting

Team members may choose one of these compost areas to work on or can work on both.

1. **Food-Scrap Composting Team:** This team is composed of back gardeners and is a year-round commitment. Food-Scrap composters must have a composting lesson before starting to compost their food scraps. On their own schedules, team members deposit their food scraps into the appropriate bin and also maintain the bins, which requires turning and layering of bin ingredients. Some composting tasks, such as turning the bins and lifting materials, can be labor intensive. The resulting compost is for all the community gardeners to use. However, to insure good-quality compost, only trained Compost Team members may deposit food scraps in the bins.
2. **Garden Debris Composting Team:** The Garden Debris Composting system is the place where all gardeners put gardening refuse from back and front gardens and the lawn. This team works year-round. Team members must have a composting lesson before beginning to work on the garden debris compost. This work is labor intensive and involves separating garden debris in the intake bin, cutting, chopping, and breaking it into smaller pieces, and turning the bins. Once trained, team members commit to work at least twice a month during the growing season. The resulting compost is for all community gardeners to share.

3. Sidewalk Sweeping

This is a year round opportunity to put in volunteer hours. Volunteers sweep from the west side to the east side of the sidewalk outside the garden throughout the year. Volunteers sign up to a schedule choosing a day they wish to work which then must be observed. Trash is disposed of in the appropriate bins by the garden entrance gate. Leaves are put in compost bins next to the back shed. Brooms and other sweeping tools are in the garden shed. Members of this committee are not responsible for shovelling or removing snow.

4. Snow Removal Crew

Can you shovel at the drop of a flake? Do you watch the weather and enjoy adverse conditions? Then you may be Snow Crew material! Members of the team can be called at any hour, day or night to shovel snow and break up ice from the sidewalk and garden paths.

5. Lawn Committee

The Lawn Committee works on seasonal lawn projects throughout the year: seeding, watering, weeding, fertilizing (with compost), mowing, raking fall leaves, and removing litter from the lawn. The Leaders of the Lawn Committee will send out emails as projects come up. Some projects can be done independently on a volunteer's own schedule while others will be done as a group. Weeding and sweeping of the garden's paths is also part of the Lawn Committee's work.

6. Events

Working garden events such as the 9th Ave. Food Festival, the 4th of July Picnic, by helping with the set-up, take-down, decorating, tidying up, and food serving; chaperoning approved private events such as weddings, brick memorials, and other get togethers; interfacing with the public about the Garden at events/celebrations/fundraisers. This job is mainly from April through October

7. Hosting

Hosting at the garden takes place on Saturdays and Sundays when the front gate is open to the general public between April and October. The purpose of the hosting is to monitor the garden to ensure that visitors are following the garden's rules - no drinking, smoking, dogs in the garden etc. Be prepared to answer questions the visitors might have. The garden is open for ten hours each day but due to lack of volunteers we try to schedule hosts for the busiest hours of the day, which are from 2pm to 6pm. We offer 2-hour shifts: 2 pm - 4 pm and 4pm - 6pm. One host per shift only who must stay in the Front Garden. Hosting is based strictly on a pre-approved schedule. If you have difficulties with commitments, can't be on time and stick to the schedule -- hosting is not for you. Hosting does not require any strenuous work, so being punctual and responsible are the only requirements for this job. If you are new to the team, the Hosting team leader will meet you for a quick introduction and orientation.

8. Padlocking (Front Gate):

This team is responsible for unlocking the CCG's padlock on the front gate every morning and for locking it every evening (365 days of the year!). According to NYC Parks ruling the padlock should be unlocked at Sunrise and locked at Sunset. A weekly schedule is set up with volunteers choosing 2-3 unlocking or locking up shifts on the day or days they are available to work and can choose morning, or evening or both. Volunteers also do a walk-about in the Front and Back Gardens before the evening padlocking to ensure no one gets locked in.

9. Shed Maintenance

Clean and straighten up both the locked and unlocked sections of the tool shed and adjacent area on a monthly basis, or as needed. Team sees to the maintenance and inventory of tools and supplies, and performs special organizing projects. Work takes place year-round, weather permitting.

10. Clerical

Assist with mailings, letter folding, envelope stuffing, data-entry and liaising with the website manager. Knowledge of word-processing, spreadsheet management and social media maintenance abilities are very helpful. It is a year round job.

11. Maintenance and Special Projects

General repair work which includes refinishing, cleaning, repairing garden equipment and fixtures (benches hoses etc). Also needed are people who are proficient in plumbing, carpentry, electricity and tree-trimming.

12. Steering Committee

The Steering Committee is composed of 9 - 13 dedicated CCG members who oversee the maintenance and organization of the garden, and vote on all matters that arise fiscal and otherwise. Meetings are held at 7.30 - 9.00pm on the first Tuesday of every month. The Steering Committee ensures deadlines are met for grant applications and liaises with Green Acre and the NYC Parks Dept. It organizes the CCG's presence at the 9th Ave food Festival, the July 4th picnic, and is in charge of selling garden keys and the honey sales.

If you are interested you need to put forth your name for election during the Annual General CCG meeting held in March and send in a bio with your CCG renewal form citing how you would be an asset to the committee. Please include any relevant skills that you have. Being a member of the Steering Committee takes care of the mandated 10 hours of volunteer work.