



WASATCH  
COMMUNITY  
GARDENS

## GARDEN SERVICE COORDINATOR

The main responsibility is to help gardeners fulfill their 6-hour garden service requirement. This includes visiting the garden twice-per-month to observe garden needs using a provided checklist; promoting garden service opportunities on the Garden Service Log and/or through hosting garden work parties; and reporting garden service hours to WCG Garden Manager each month. If you are unable to complete your responsibilities, please contact your WCG Garden Manager so that they can make other arrangements.

### **Observing Garden Needs During Regular Visits**

Many gardeners just want to grow a few vegetables, and may not be motivated to help out with anything outside of their plot. Other gardeners may volunteer for a specific role, like irrigation, and primarily focus on that area. This potentially leaves many factors that no single individual feels responsible for, but that still need to occur for a properly managed garden. Your role is to keep an eye on this bigger picture of overall garden coordination. The WCG Garden Manager will meet with you and provide a list of specific things to check for when you visit the garden.

For example, are there weeds in common areas? Are there junk trees that need to be removed along the fence line? Is there weed barrier in a parking strip that needs to be covered in woodchips? A gate that needs to be repaired? A You-Pick Fence that is overgrown and needs trellising or thinning? An elderly gardener who needs help? Tools that need to be repaired or replaced?

At least every other week, you should visit the garden to observe what tasks need to happen, using the provided checklist. Then, write those tasks on the Service Opportunity List on the bulletin board or shed, notify the WCG Garden Manager, and email other gardeners through the listserv. It is not your responsibility to take on the tasks personally, but rather, to promote them so that others can fulfill their service hour requirements.

### **Reporting the Garden Service Log**

Gardeners are expected to log their garden service hours on the log posted in the garden shed. At the end of each month, you should check the log and report new gardener service hours for that month to the WCG Garden Manager, using the provided google spreadsheet. The WCG Garden Manager will then contact and encourage gardeners in need of service hours to accomplish the tasks you have identified on the Service Opportunity List.

### **Coordinating Garden Group Work Parties**

Many gardeners fulfill their six garden service hours through individual activities and garden roles. However, group activities can be a fun way of increasing gardener interaction while accomplishing larger tasks. Usually, hosting a work party in the summer and the fall is adequate to accomplish many larger tasks. To maximize the number of interested gardeners, please first notify the WCG Garden Manager, as they may be able to offer additional support, such as extra volunteers. They can also coordinate with New Roots to encourage refugee gardener participation as well.

After checking with the WCG Garden Manager, email the garden listserv several weeks in advance to provide a couple of different dates and times for a vote. You should identify specific garden service tasks for people to sign up for. It also helps to send out work party reminders two days prior to the event. Work parties cannot be mandatory – only the spring and fall meetings are mandatory – but you can further entice people with simple incentives like bringing lemonade or snacks!

