



WASATCH
COMMUNITY
GARDENS

MEMBERSHIP COORDINATOR

The main responsibility is helping gardeners meet their garden orientation requirement. This includes meeting and providing orientations for new gardeners eager to start before the spring meeting, or who join after the spring meeting; and making reminder phone calls for spring and fall meeting attendance.

Most of these responsibilities occur in the beginning of the year, and require little time after the early spring. However, it is extremely important that they are completed punctually, so that new garden members can access their plots quickly, and so no one misses important notices and deadlines. If you are unable to complete these responsibilities, please contact your WCG Garden Manager.

Providing Garden Orientations

For gardeners who sign up in time, the Spring Meeting functions as their orientation. For gardeners who want to get started sooner than the meeting date, or who join afterward, they require an orientation and plot assignment in the garden. Your WCG Garden Manager will provide you with contact information and plot assignments of these new gardeners. After receiving this information, please arrange a time to meet them for a 30 minutes orientation (To save time when orienting multiple new gardeners, you can arrange to meet them in a group at a single time).

Please use the Garden Binder and the following checklist to provide a brief orientation on:

- Important deadlines such as spring plot clearing (April 15th), spring planting (June 1st), fall cleanup (November 1st), plot checks (mid-month), and harvest checks (beginning and mid-month).
- Attendance at the two mandatory meetings, with a proxy allowance for one of the meetings.
- Weeding and harvesting their plot regularly and surrounding pathways, keeping the area free of safety hazards such as exposed rebar/T-posts, and a description of the plot check process.
- Basic organic practices, including encouraged and prohibited forms of pest control, weed control, improvement of soil nutrients, and mulching/cover cropping in the fall.
- Water-wise gardening basics, including how the drip system works; the most common leaks and how to fix them; an overview of automatic watering schedules and hand watering; and mulching.
- Proper composting practices (no weeds with seeds, stalks/vines cut into fist-length pieces before adding, etc.). Encouraging gardeners to chop up and leave vegetable matter on their plot.
- 6 hours of garden service per year, available volunteer roles and projects, who to contact with questions.
- Miscellaneous items like shed and other lock combinations, garden socials, etc.
- Does the gardener have email access, or will they need phone calls about important notices?
- Plot assignment. Save this part for last so that they pay full attention during the orientation.

Making Reminder Calls, and Including Gardeners Without Email

Several days prior to the spring and fall mandatory meetings, please call each garden member and remind them of the time and place, the meeting's mandatory nature, and any other important details. (Is it a potluck?)

Additionally, not all gardeners have email access to keep up on important garden discussion topics. For these folks, please call them during the year when there are vital notices that go out on the email group. New lock combos, garden workday plans, and other important topics should be relayed so that everyone has the information they need to participate fully.