Director-at-Large

Garden Management (Common Areas)

About the job

The Emerson Avenue Community Garden Club at Orville Wright Engineering & Design Magnet is a community garden space built and maintained 100% by volunteers. The garden offers a sustainable, organic green space for gardening and enrichment. We are looking for an individual to join our dedicated team of Board of Directors volunteers. If you have a passion for growing your own food, leading and working with people on a variety of projects and are affable, well organized and fully supportive of EACGC’s mission, consider making a difference by serving as our Garden Management Director and an EACGC Board Member.

The Commitment: EACGC’s Board of Directors meets monthly: approximately 2 hours for the meeting and 1 hour to prepare the Garden Management Director board report and read other Directors’ board reports for the meeting. This position may also require approximately 10-20 hours per month on top of monthly Board meetings depending upon selected projects. As a Board member, you are encouraged to enlist Committee Chairs to assist in Garden goals assigned to your area of responsibility.

The Garden Management Director on the EACGC Board of Directors will:

- Communicate and work with the Plot Holder Coordinator when plots are vacated
- Oversee garden maintenance
- Work with the Communications Director to announce workdays and other special garden events as it pertains to garden maintenance
- Aid and support committees listed below in all areas as needed
- Be responsible for managing and supporting 4 key areas of the garden
  - Common Areas
    - Oversees the maintenance of common areas of the Garden
    - Maintains common pathways
    - Ensures trash disposal
    - Manages general repairs
    - Develops detailed plans to achieve the financial and material goals of the organization
    - Obtains and allocates resources to achieve goals including the hiring of campaign consultants
    - Identifies opportunities to raise funds for construction or other Capital projects
    - Sets budgets and raises significant dollars in a specified period of time
    - Prepares monthly report to the Board via the Board and Committee Reports Form
  - Trees
    - Maintains (water and weed tree basins) of existing and future fruit trees
    - Implements policies for pruning, fertilizing and fruit harvesting, as well as disease and insect control
    - Supervises fruit tree removal or new plantings (approval of the Board required)
    - Promotes the further development of the fruit tree orchards
    - Prepares monthly report to the board via the Board and Committee Reports Form
  - Perennial Areas
    - Maintains (water and weed) perennial gardens on EACGC property
    - Supervises new plantings, remove dead plants, fertilize and manage disease
    - Promotes the further development
    - Prepares monthly report to the Board via the Board and Committee Reports Form
  - Spiral Garden
    - Maintains native plants in the spiral garden on EACGC property
    - Implements policies for maintaining plants, including disease and insect control
    - Supervises removal or new plantings
    - Promotes the further development of the spiral garden
    - Requests and maintains informational signage throughout the Garden
    - Prepares monthly report to the board via the Board and Committee Reports Form
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Who You Are: You are amiable and a positive leader with the ability to multi-task and form a cohesive team to achieve specific goals and are capable of identifying problem areas in the garden and develop sound solutions. You are also friendly, a motivator, welcoming, willing to learn more about our organization and serve as an active advocate and ambassador for EACGC. You have the ability to work as a team, with other Board and Committee members. Strong delegation skills will serve you well because the Director’s job is considerable. Don’t have all of the described skills? If you have a desire to learn, we’ll help you. Last but not least, you have strong values in the areas of organic gardening and ethical behaviors, personal integrity and concern for our nonprofit’s development.

- Please note: To qualify as a Board Member you must meet the following requirements:
  - Been a dues paying member of EACGC for 1 year
  - Have attended one or more board meetings in the past 2 years prior to being on the Board
  - Have met the 24 hour service commitment in the previous calendar year
  - Have served on a committee, or have special skills needed to support the garden