

**Green Team Coordinator
San Francisco Botanical Garden**



Supervisor:

Chloe Wieland
cwieland@sfbg.org
415-661-1316 x 400

POSITION SUMMARY:

The Green Team is a drop-in gardening group that supports maintenance of San Francisco Botanical Garden. Volunteers work with SF Recreation & Parks gardeners, helping weed, mulch, plant, and otherwise maintain our rare and unique collections.

As coordinator, you will help the gardeners supervise volunteer projects, and help maintain tools, gloves, and snacks for volunteers. You'll also support the Volunteer Services Manager by helping welcome and orient new volunteers. This position provides a valuable opportunity for both gardening and leadership experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Distribute, organize and maintain tools, and ensure that tools return to the shed
- Hand out snacks and notify volunteer manager when more snacks are needed
- Welcome new members & track attendance
- Assist supervising gardener in ensuring that volunteers are following best practices and proper safety procedures
- Report any issues involving volunteers or the gardener to Volunteer Manager
- Garden!

QUALIFICATIONS:

- A commitment to 3.5 hours of service, one day per week for 4-6 months
- Completion of an introductory horticulture
- Gardening experience, including knowledge of common weeds, handling tools

REQUIRED SKILLS/KNOWLEDGE/ABILITIES:

- Enthusiasm for meeting and working with the public
- Curiosity and interest in learning about the natural world
- Physical ability to navigate the Garden for up to 3 hours
- Ability to follow instructions from the gardeners
- Attend 2 sessions of the Green Team as a team member

TRAINING

San Francisco Botanical Garden is an Equal Opportunity Employer and welcomes applications from individuals who will contribute to its diversity.

San Francisco Botanical Garden is a non-smoking facility. Smoking is also prohibited in Golden Gate Park.

On-site training is provided.

BENEFITS

- Gardening and supervisory experience
- Great preparation for the SFRPD Apprenticeship program
- Meet volunteer requirement for horticulture courses
- Meet friends with a common interest in gardening
- Free access to San Francisco Botanical Garden
- Invitation to special volunteer appreciation events, including an annual luncheon, BBQ, and Green Team sponsored events

For questions about becoming a volunteer, please contact our Volunteer Services Manager:

Chloe Wieland
cwieland@sfbg.org
415-629-2010

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