

## **VOLUNTEER POSITION DESCRIPTION**

- Position:** **Our Farm Volunteer**
- Purpose:** To cultivate organic produce for the people supported by KW Habilitation, and for the community.
- Locations:** 115 University Avenue East, Waterloo or  
995 Erbsville Road, Waterloo
- Responsibilities:** Preparing gardens for spring planting  
Planting and maintaining gardens – weeding, watering, mulching  
Harvesting produce  
Preparing gardens for fall and winter
- Boundaries:** Must provide own sunscreen, hat and appropriate clothing  
Must bring own water  
May not work alone with people supported by KW Habilitation  
Must provide own transportation
- Qualifications:** Gardening/farming experience an asset  
Proficiency in English – verbal and written
- Characteristics/  
Skills:** Responsible, organized, ability to follow direction, ability to  
work independently, ability to do physical labour,  
enjoys working outdoors
- Other Requirements:** Vulnerable Sector Police Records Check  
Provide two references  
Attend mandatory orientation and training
- Risk Assessment:** Low
- Training:** Volunteers will attend agency and job-specific orientations  
Volunteers will complete online trainings in
- Violence in the Workplace
  - Health and Safety 4 Steps
  - Accessibility for Ontarians with a Disability
  - WHMIS
- Supervision:** Our Farm Coordinator, Our Farm Manager  
“A community where everyone belongs and participates”

**Availability:** Shifts are available seven days a week, mornings preferred

**Commitment:** Minimum of 3 hours per week for six months required for most shifts however there is the option for flexible shifts

**Benefits:** Great exercise  
Working outdoors  
Work experience  
Volunteer recognition and appreciation

**How to Apply:**

1. Complete and submit an application. Applications can be found in the Volunteer section of our website: [www.kwhab.ca](http://www.kwhab.ca)
2. Attend an interview with the Volunteer Coordinator
3. Complete screening requirements
4. Receive notice of next steps