



Tamworth Regional
LANDCARE
ASSOCIATION

NURSERY VOLUNTEER HANDBOOK 2020



- *Restoring and conserving biodiversity*
- *Engaging the community using environmental education*
- *Promoting sustainability*

Thank you for your interest in volunteering with Tamworth Regional Landcare at our Westdale Nursery

At Tamworth Regional Landcare Nursery, we offer the opportunity to assist with general plant care, including repotting, watering, propagation, weeding, labelling, seed collection and processing.

Volunteer involvement is a critical part of Australian society. It contributes to civil society and active participation in building strong, inclusive, and resilient communities. It underlies innovation and social change, our responses to community need and community challenges, and it brings together and supports the local strengths and assets of communities.

Volunteer Rights

As a volunteer with Tamworth regional Landcare you have the right to:




- ▪ Information about the service area for which you are volunteering;
- ▪ A safe and healthy work environment;
- ▪ Be covered by insurance;
- ▪ Say 'no' if you feel you are being exploited;
- ▪ Be provided with orientation training; and
- ▪ Be supported and supervised in your role.

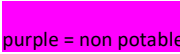
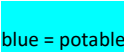
Westdale Nursery Site Volunteer Conditions

- As a volunteer you must take reasonable care for your own health and safety and to ensure you don't adversely affect the health and safety of others. The most common injuries affecting plant nursery workers are sprains and strains to the lower back and shoulders caused by manual handling.
- Volunteers will report any incident or hazard to supervisor as soon as identified.
- At the commencement and completion of each day volunteers will report to site supervisor and sign on/off to appropriate attendance sheet.
- Volunteers are to wear suitable sunsafe clothing and hat so as to minimise risks from sun exposure.
- Volunteers are to wear enclosed sturdy slip resistant footwear.
- Volunteers are to be aware that the Westdale Nursery is watered with non-potable water.
- Volunteer days at Tamworth Regional Nursery will be Mondays Wednesday and Friday, excluding public holidays, from 8.30am to 1.30pm

Westdale Advanced Tree Nursery



-  Denotes eyewash station
-  Denotes First Aid location
-  Denotes Emergency assembly location

water pipes –  = non potable  = potable

Site checklist for initial walk through induction

- Break room – location and availability of drinking water/ access to fridge
- Toilets – location
- Handwashing facility
- Safety Shower – location and use
- Smoking area
- First Aid Kit
- Sharing site with others . ie : Council , Joblink Plus and carparking area
- Sign on procedure and sign off procedure
- Location of WHS documents

Tamworth Regional Landcare Nursery Contacts

Julie Clancy - Operations Supervisor Nursery

Tim Duncan – Operations Supervisor Nursery / Bush regen

Hagan Dunn – Operations Supervisor Nursery / Bush regen

Paul Moxon – Project Manager

Anne Michie – Coordinator

Calendar of Events

Mondays, Wednesday and Friday – Propagation at Landcare Nursery

1st Sunday of Month - Tamworth Urban Landcare working bee

3rd Tuesday of Month -Tamworth Regional Landcare Association Committee meeting