

# Flower Bed Caretaker Ministry Role Descriptor

St. Philip Church & St. Clare Mission  
Richmond and Dwyer Hill, Ontario

Name of ministry and role(s)	Flower bed caretaker
Groups served by this ministry	The parish, visitors and the church neighborhood
Length of term	3 years (renewable)
Purpose of the role(s)	To maintain the outdoor flower beds of the church, hall and rectory
Activities and responsibilities	<ul style="list-style-type: none"> <li>• Spring and early summer—planning, obtaining plants and seeds, preparing beds, planting, trimming shrubs.</li> <li>• Summer—maintaining flower beds and shrubs.</li> <li>• Autumn—cleaning beds in preparation for winter.</li> </ul>
Constraints	Ensure safe working conditions and activities, including not climbing ladders.
Descriptor scope <i>(check one)</i>	<input checked="" type="checkbox"/> Common <input type="checkbox"/> St Philip <input type="checkbox"/> St Clare
Skills, experience and qualifications desired	<ul style="list-style-type: none"> <li>• A basic knowledge of gardening would be useful</li> </ul>
Personal traits desired	<ul style="list-style-type: none"> <li>• Ability to work with others</li> </ul>
Orientation and training	<ul style="list-style-type: none"> <li>• On the job-training with other flower bed caretakers</li> </ul>
Support, supervision and evaluation	<ul style="list-style-type: none"> <li>• New volunteers are encouraged to work with someone who is familiar with the plants and planting beds, to ensure that plants are not inadvertently damaged or removed</li> </ul>
Working conditions	<ul style="list-style-type: none"> <li>• Depending on the task, work may be done by small groups or individuals</li> <li>• Volunteers are encouraged to keep their physical means in mind when taking on and performing gardening tasks</li> </ul>
Benefits to role participants	<ul style="list-style-type: none"> <li>• Satisfaction of doing a service for the church and parish</li> <li>• Enjoying the benefits of the beauty of the gardens</li> </ul>
Level of sensitivity <i>(check one)</i>	<input checked="" type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High
Screening measures <small>(Per the parish 'Responsible Ministry Program' document.)</small>	<ol style="list-style-type: none"> <li>1. Completion of a volunteer information form is required</li> <li>2. Training and orientation are required</li> <li>3. There will be supervision and opportunity to give and receive feedback</li> </ol>