



## Group Leader – Nursery

### Specific responsibilities

The primary purpose of this role is to coordinate, demonstrate, supervise and monitor work done by visiting volunteers in the nursery.

- Give hazards briefing for nursery workers
- Instruct in safe use of potting mix, masks, and show protective equipment – boots, gloves, aprons. Offer gumboots if working in wet areas
- Demonstrate and monitor correct procedures for nursery planting and repotting, pricking out, and nursery weeding
- Use the opportunity of nursery planting to teach flora identification, habitat requirements, plant life cycles
- On arrival, check for missed watering, leaks and pukeko damage. Rectify (or get your crew to rectify) these when programme allows
- Check blackboard for updates
- Liaise with Day Coordinator (if no Woolshed Housekeeper) on housekeeping for toilet, nursery sink, kitchen, drinks, BBQ
- Ensure mobile phone available with emergency numbers
- Record and report work accomplished to Day Coordinator
- Work closely with Day Coordinator and Planting Group Leader to allocate volunteers to supervise different tasks
- Assist Planting Group Leader with on-site nursery management and plant husbandry
  - Ensure nursery area is left tidy and tools put away at the end of the day
  - Check watering of re-potted plants and ensure water supply is left on or off as appropriate to the season. Check irrigation lines are not broken, and that net curtains on shade area are in place
  - Leave the nursery and equipment ready for another day's work. Any planted-out work should be placed to ensure its future care ie within the appropriate irrigated area
  - If using the blackboard, ensure uncompleted work is identified to be done by the next group
  - Count and record plants bagged, or seed trays prepared
  - Thank volunteers.