



Skate Park Volunteer Program

Waverley Council Job Description – Skate Park Volunteer Program



Thank you for your interest in becoming a volunteer for the Bondi Skate Park Volunteer Program. Bondi Skate Park is a fantastic facility and your help in caring for the Skate Park is appreciated by Council.

Please refer to the Procedures booklet for detailed information about the Skate Park Volunteer Program. All volunteers must complete an application form and be inducted by the group's Secretary before starting work in the Skate Park. Please contact the Secretary or Council's Community Worker for Children & Youth (phone: 9386 7926) for more information.

As a Skate Park Volunteer you must make an effort to work in conjunction with other volunteers with the common interest of maintaining the Skate Park. Please work as part of a team and treat others with respect and courtesy; failure to do so will result in you being asked to leave the group.

Below is a summary of the responsibilities and tasks related to this position:

RESPONSIBILITIES:

- Work in accordance with the Action Plan devised by the Skate Park Volunteer group
- Attend the group's meetings/working bees (of which there are a minimum of four a year) and advise the Secretary if you are unable to do so
- Sign the attendance sheet when working in the Skate Park
- Work only during pre-approved times, you must never work alone
- Adhere to Council's OH&S, EEO, risk management, environmental protection and ethical principles and procedures
- Report any incidents/concerns involving safety to Council and the Secretary
- Comply with Council's policies and relevant legislation
- Respect Council's Code of Conduct
- Report any maintenance issues to the Secretary and to Council
- Work within your physical limits and areas of skill and notify the Secretary of any issues or physical conditions that may limit your ability to work
- Follow the reasonable directions of your Secretary
- Maintain standards of confidentiality
- Give notice prior to leaving the Skate Park Volunteer Program and return any tools and equipment



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TASKS:

- Sweeping of sand and rubbish removal in the Skate Park
- Graffiti removal with Council approved solvents / cleansing fluids &/or painting over graffiti
- Washing down of the Bowl and other skate surfaces as required
- Removal of gum, stickers & other adhesives safely
- Sealing the coping and/or Bowl area
- Repairing small holes & divots in the skating surface
- Keeping the surrounding garden area clean

THIS ROLE DOES NOT INVOLVE THE USE OF ELECTRICAL EQUIPMENT AND/OR POWER TOOLS IN THE SKATE PARK WITHOUT THE APPROVAL AND SUPERVISION OF COUNCIL STAFF.

New volunteer to sign here:

I have read this Job Description and understood my role and responsibilities

Signature.....

Name.....

Phone.....

Date.....

Please return this form to Council within two weeks of volunteer induction