

## COMMUNITY GARDEN ORIENTATION OUTLINE

**Action:** A community garden sponsor may want to hold an orientation session on site with new gardeners. The sponsor may also require in its rules and regulations that new gardeners attend such an orientation.

**Objectives:** From a legal perspective, the objectives of the orientation are to (1) demonstrate reasonable care in sponsorship of the Garden, (2) reduce the risk of misunderstanding and conflict, and (3) reduce risk of non-compliance with the lease for the land. To that end, the Coordinator should familiarize gardeners with the garden layout, explain how the garden operates, and highlight key expectations and requirements.

**Timing:** The garden orientation should take place once gardeners have already signed up for a plot and signed the gardener agreement.

**General Approach:** Many of the items listed in this outline are covered in the garden rules document. Where possible, the Coordinator should physically point out or demonstrate items discussed in the rules that may not be obvious to gardeners in light of their experience.

### Topics:

#### I. Introduction of the Coordinator

- a. Review mission of the garden
- b. Explain the role of the Coordinator
- c. Provide contact information
- d. Show where notices and rules are posted

#### II. Tour of Physical Site: Highlight any rules that apply to specific features of the garden.

- a. Gate and Garden Access (including Operating Hours)
- b. Tool Shed
- c. Water Source and Use
- d. Compost Pile
- e. Waste Disposal (if located on site)
- f. Common Areas
- g. [ Any other site specific features ]

#### III. Plot Maintenance

- a. Show example of a model plot (types of plants, weeding, etc.)
- b. Review acceptable pesticides / herbicides
- c. Locations where garden supplies can be purchased

#### IV. Safety

- a. Demonstrate or highlight common safety concerns that should be reported (overgrowth, unsafe common areas, unusual features of any communal tools, etc.)
- b. Show location of first aid kit, if any

#### V. Policies

- a. Review conduct, guest and pets policies
- b. Reminder about duties such as workdays and annual meeting
- c. Consequences for offenses

#### VI. Getting Started

- a. Direct gardeners to their assigned plots
- b. Assign gate key to gardeners
- c. May also provide free seeds to get started