**Position Description**

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| **Role** | **Vice President** |
| Organisation | Hunter Organic Growers Society |
| Position Type | Volunteer |
| Grouping | Executive Committee |
| Expected Hours | 1 -2 hours per week, plus a 1 hour monthly committee meeting. |
| **Organisation Description** | The Hunter Organic Growers Society is a not-for-profit community organisation run by volunteers in the Hunter Valley region.  ​  We have been consistently promoting, providing education and building community around sustainable growing since 1979 - that's over 40 years!  ​  Making connections is central to a strong community. We bring passionate growers and newbie green thumbs together, to share ideas about how we can create positive change and learn from each other. |
| Job Overview | * Assumes the roles and responsibilities of President should the position of president be vacant. * Attend as many Committee meetings, HOGS field days and public events as possible. * Act as mediator/facilitator at meetings, field days etc to assist with the direction of the club, ensuring all members ideas and input are heard and considered, welcoming new members, motivating and creating enthusiasm. * Write committee meeting agenda and distribute prior to meetings. * Support the President to ensure the smooth running of the group and assume responsibility if other committee member need support in their roles. * Generate new ideas to facilitate the continued relevance of the organisations activities to members and ensure its continued success. |
| Reporting | Reports to the Executive Committee |
| Skills & Training | * You will have reasonable computer skills and have a willingness and ability to learn new programs effectively. * Full support will be available from the outgoing team if you require any training. * A smile on your face, a team player, and willingness to learn and develop your skills! |
| Benefits | * Free household membership to the Hunter Organic Growers Society * Excellent free training opportunity to learn new skills that are transferrable to employment or studies. * Joining the tribe and making new friends * That great feeling knowing you have contributed to helping more people learn and engage with organic growing and a sustainable lifestyle. |
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