

TERMS OF REFERENCE – KFBC GARDENS TEAM

BOM APPROVAL: 8 March, 2022

ROLE:

To maintain the Club's gardens and surrounds, and provide assistance to the greenkeeper if requested.

ELECTION/APPOINTMENT:

The Director of Infrastructure and Services will be responsible for seeking members to be part of the GardensTeam, who will elect a coordinator, subject to Director and Board approval.

DUTIES:

- Maintain the Club's gardens and surrounds to a standard which enhances the appearance of the Club.
- Develop new gardens in consultation with the Director of Infrastructure and Services.
- Assist greenkeeper with line marking of greens, if requested.
- Assist with preparation of ditches, and rolling of greens for play, if requested.
- Assist with watering of lawns.

RESPONSIBILITIES:

- Report any issues, and provide periodical reports to the Director of Infrastructure and Services.
- Request any support required from Director of Infrastructure and Services.
- Liaise with Greenkeeper on matters affecting the greens.
- Gardens coordinator to meet with Greenkeeper as required.
- Expend funds, once approved, and forward receipts to Director Finance for reimbursement.

DELEGATIONS:

- Coordinator is authorized to incur expenditure in accordance with the KFBC Purchasing Delegations.