

program online. This program includes information on working safely and identifying discriminatory, harassing, or bullying behaviour. We can assist you in completing this training.

Follow all health regulations. Please volunteer only if you are well.

We should be aware of people's special needs and the work environment, to ensure everyone is included equally and safely. The City of Ballarat is committed to providing a work environment free from discrimination, harassment, and bullying.

A site induction for volunteers is offered by the Curator of FBBG or by a designated Council Officer. FBBG volunteers are encouraged to join these sessions when available, to better acquaint themselves with our workspace within the BBG.

Friends Expectations for Active Volunteers

FBBG are committed to ensuring everyone is included equally and safely.

On behalf of the Friends and for these gardens, members come together to work co-operatively to support the Ballarat Botanical Gardens. We want members to find value and have respect for each other and enjoy the experience of contributing and making new friends. Your contribution of time and skills is greatly appreciated.

Respect, integrity and honesty are values we promote strongly. Remember it is ok to speak up. In the unlikely event there is a grievance that cannot be solved amicably between parties, please contact the President or a member of the Executive and a process will be initiated to resolve the situation quickly and fairly.

We hope you enjoy and find value in your time as a member of the Friends of Ballarat Botanical Gardens.



FBBG President and Committee



Friends of Ballarat Botanical Gardens

New Members Guide

Welcome to the Friends of the Ballarat Botanical Gardens

The Ballarat Botanical Gardens date back to the late 1850's and since 1982 the Friends of the Ballarat Botanical Gardens (FBBG) has served as a link between the Gardens, the Ballarat City Council, and the wider community. We support and promote the botanical and cultural aspects of the Gardens and provide education and financial support for improvements.

Collectively, the over 400 members of FBBG share a love for gardens and plants and are passionate about maintaining the Ballarat Botanical Gardens (BBG) to a high standard. The Friends bring like-minded people together for social, cultural, and educational activities related to the BBG. We also strive to ensure that the community remain connected to this public asset through events and activities that stimulate, inspire, and sustain interest in Botanical Gardens.

Friends Statement of Purpose

- To assist in the **promotion of the Ballarat Botanical Gardens** and to generally undertake activities for the benefit of the Gardens within the botanical perspective
- To **involve the community** in scientific, educational, historical, cultural, and recreational functions of the Gardens
- To serve as a **link between the Ballarat City Council** and the **wider community**, and to promote, support and contribute to the development of the Gardens
- To **stimulate and sustain public interest** in Botanical Gardens in Victoria and elsewhere



Orientation and Induction of New Members

Orientation is offered to all new members, detailing what is available to them. When we have enough new Members, we send out an invitation to a special morning tea in the George Longley Building. This is the Friends base in the Gardens. The George Longley Building is located behind the fence at the rear of the Robert Clark Horticultural Centre. Longley was the first Curator.

The orientation includes a short tour of FBBG buildings and nursery, as well as meeting some FBBG members who will tell you about the different groups and opportunities for involvement – a relaxed and informal gathering.

We will keep you up to date through our quarterly newsletter, 'Wellingtonia', and emails. We encourage you to come to our quarterly meetings, Open Garden days, excursions, as well as workshops and special talks and tours.

Finding Out about the Ballarat Botanical Gardens

To help with their orientation at the BBG, all new members are encouraged to participate in one of the Sunday Morning Tours conducted by the FBBG Guides in Spring and Autumn.

FBBG have produced a small booklet, Explore an 'Eden of Loveliness', available for \$10 at the George Longley Building.

The book 'An Eden of Loveliness' (now out of print) – is a more comprehensive history of the BBG and is available to borrow from our Friends library in the George Longley Building.

'Wellingtonia' our quarterly members magazine.

Websites: ffbg.org.au

ballaratbotanicalgardensfoundation.com.au

ballaratbotanicalgardens.com.au

ballarat.gardenexplorer.org

Facebook: [facebook.com/FriendsBBG](https://www.facebook.com/FriendsBBG) [facebook.com/ballaratbotaniKIDS/](https://www.facebook.com/ballaratbotaniKIDS/)

The Ballarat Botanical Gardens Foundation

The Ballarat Botanical Gardens Foundation is an extension of the Friends and exists to provide a means for the Community to contribute financially to the long-term enrichment of our Botanical Gardens.

All donations are tax deductible.



How to become more involved with the Friends

To increase your enjoyment, you can connect with the Gardens through the different Friends groups that reach all ages and interests.

Ambassadors

Growing Friends

BotaniKids

Guiding Friends

Botanical Artists

Hospitality Group

Biodiversity Group

History Group

Events Group

Photography Group

Admin Group

Trolley Group

All these groups become stronger, more enjoyable and have more impact with more active support through members.

We call on our general membership to help run some of our big events such as the Begonia Festival in March **and need willing hands at these busy times.**

As a volunteer group we are appreciative of the skills that members may bring to our organisation. Maintenance, data entry, grant writing, accounting skills, computer skills and help with extending our use of social media are some of the areas of need. Alert us if you are interested and we will endeavour to match your skill with a task.

If as a new member you decide to become more actively involved in one or more of the groups **there are other induction and volunteer requirements** to make sure we have a safe, respectful workplace environment. A name badge, available at a modest cost, helps the group get to know each other. The different FBBG groups will have their own way of helping new members to fit into their projects.

Volunteer Application Form Please complete and return to FBBG Office if interested in joining one of the groups.

Registration/Signing in is required for insurance purposes. Upon arrival we must register each time we volunteer at the BBG. A registration/sign in book is provided for us to sign in and out.

Friends and the City of Ballarat

FBBG occupy Public Land that is managed by the City of Ballarat on behalf of the Community.

All active FBBG volunteers are required to complete the **CoB induction training**