

# VSA Assignment Description

<b>Assignment Title</b>	<b>Nursery Management Adviser</b>
<b>Assignment Modality</b>	<b>Standard</b>
<b>Assignment Number</b>	<b>41974</b>
<b>Country</b>	<b>Solomon Islands</b>
<b>Location</b>	<b>Honiara</b>
<b>Partner Organisation</b>	<b>Solomon Enviro Beautification</b>
<b>Duration</b>	<b>12 months</b>

## Sustainable Development Goals



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## 1. Partner Organisation Overview

Solo Enviro Beautification (SEB) enhances Honiara’s environmental landscape for the benefit of residents and tourists through the development of quality landscape designs with the support of a well-managed and maintained nursery. SEB is currently the only organisation in the country in a position to meet the challenge of creating & maintaining a green city.

Whilst long established and relatively well resourced, SEB requires strengthening through support and training in implementing the many landscaping projects that require sound management of its nursery. SEB currently has approximately 30 gardeners and casual staff, and seven admin and security staff.

SEB has a medium sized nursery that has a large variety of plants and trees for beautification of Honiara. Most projects that are handled by SEB are large scale and at commercial level. A recent example of this was growing of plants and trees for beautifying Honiara in the lead up to the 2023 Pacific Games.

## 2. Assignment Overview

A VSA volunteer is being sought to support SEB to develop the skills necessary to oversee the day-to-day operations of its nursery. The volunteer will work with staff in a way that results in plants and inputs being well-managed. Areas of focus include building staff knowledge of when to transplant seedlings, managing the stock levels of plants, and daily upkeep of plants. The volunteer will also assist staff with caring for plants and arranging them in a way that is logical and presentable.

## 3. Goal/Outcomes/Outputs

### Goal

SEB has a well-managed and functioning nursery that meets its clients’ needs.



### **Outcome 1**

The running of the nursery is being reviewed and changes that need to be made in the nursery are being identified.

Working closely with staff working in the nursery:

- Review how the organisation currently runs nursery;
- Gain understanding of what other flora and fauna could be introduced in the nursery;
- Gain understanding of staff competence in different aspects of nursery management; and
- Provide recommendations on changes that can be made to have a well-managed and productive nursery.

### **Outcome 2**

Staff are learning how to manage the nursery well.

- Design training materials to support capacity building of staff in nursery management;
- Design training materials on plant care and management; and
- Conduct training sessions for staff and volunteers.

### **Outcome 3**

SEB staff are confidently managing the nursery.

Working alongside staff and volunteers:

- Coach and mentor staff in their roles; and
- Introduce change at a pace that works for staff.

## **4. Reporting, Working Relationships and Capacity Building**

The volunteer will report to the SEB management team. The volunteer will work with the Manager and nursery management staff on a day-to-day basis.

Capacity building will be achieved through working together with SEB staff, as well as by providing regular training on nursery management. The volunteer will ensure that staff have ongoing coaching and mentoring to develop skills based on their strengths.

The volunteer and SEB will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice and personal support.

**As needs on the ground may change over time, the volunteer is encouraged to review and update the Assignment Description on arrival in consultation with the partner organisation and VSA Programme Manager. By their very nature, development situations can involve significant change, so it is advisable that the volunteer periodically reviews and reflects on the Assignment Description throughout the Assignment to ensure the best development outcomes are being achieved.**

## **5. Selection Criteria/Position Requirements**

### **Professional Specifications**

#### **Essential**

- Qualification in agriculture, horticulture or similar field
- 3+ years experience working as a nursery manager
- Experience in plant production, soil, fertilisers and growing techniques.



- Excellent communication skills

### Desirable

- Experience working in the Pacific country in a similar role
- Experience or qualification in urban landscaping

### Personal Specification

#### Essential

- Able to adapt to basic conditions
- Cultural sensitivity
- Willingness to learn how to speak pijin
- Excellent problem-solving abilities
- Great organisational and communication skills
- Friendly and open
- Transparent
- Easy to work with and allows constructive critique of their work
- Supportive and inspiring
- Flexible
- Good relationship management
- Willingness to undertake occasional travel to some locations outside Honiara with basic living conditions

### 6. VSA Essential Attributes

- Commitment to volunteering, to VSA and to the partner organisation
- Cross cultural awareness
- Adaptability and a willingness to approach change or newness positively
- Able to form good relationships, both personally and professionally, with work colleagues and in the community
- Resilience and an ability to manage setbacks
- Initiative and resourcefulness
- An ability to facilitate learning through skills exchange

### 7. Country Context

For more information about Solomon Islands, see <https://vsa.org.nz/our-work/countryregion/solomon-islands/>

### 8. Living and Working Situation

Honiara is the business centre of Solomon Islands and as such is a melting pot for people from all the island groups that make up the diverse nation. A hot and dusty place, Honiara offers most facilities albeit in a rudimentary form. You are strongly encouraged to build relationships in the local community and socialise with Solomon Islanders at every opportunity, as this will enrich your experience of living in Solomon. However, entertainment options are few and far between so there is also a very active expatriate social scene. There are various clubs and social groups in Honiara, which you will get to know with time.

VSA will provide basic, furnished accommodation with gas facilities for cooking. In Honiara, you will have access to power (although power outages can occur), phone, internet, piped water, restaurants, a variety of shops and a large expatriate population. Public transport is very cheap within Honiara. The local bus



service is provided by a plethora of vans, and some larger buses. A single fare of SBD3 applies, regardless of the length of the trip. Taxis charge a moderate fare (currently SBD10 per kilometre) but it is wise to establish a fare before commencing a journey.

Most volunteers feel safe in Solomon Islands, but it is important to know the risks and take personal responsibility for your safety. As in many countries, foreigners tend to be the target of petty crime, so always be alert and take precautions. In general, there are no problems moving around the majority of Honiara during the day, but it is not safe to walk or catch public transport alone in Honiara after dark.

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## **Additional Information**

### **Residency status**

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

### **Pre-departure briefing**

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

### **Final appointment**

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

### **Family status**

VSA supports partners to accompany volunteers on assignments of six months or longer. However, volunteers with accompanying dependents will not be considered for this assignment.

### **Fundraising**

Volunteers are encouraged to fundraise at least \$1000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

### **Vaccination requirements**

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

### **Children's Act**

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Children's Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

### **Volunteer package**

The volunteer's package includes the following:



### *Reimbursements and grants*

1. The volunteer may be entitled to an establishment grant to help them set up in their country of assignment, and a location grant for rest and recuperation (R & R) purposes. These grants depend on the length and location of the assignment. The volunteer's contract will specify any grant entitlements.
2. The volunteer will receive a monthly living allowance of SBD 7,500.

### *Accommodation*

Basic, comfortable furnished accommodation will be sourced by VSA. For security purposes volunteers in Honiara should expect to share accommodation.

### *Airfares and baggage allowance*

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

### *Insurance*

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

### *Utilities*

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

**Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract.**

