

Public Floral Design – Job Description

SUMMARY

From time to time, the Society is asked to provide a display, floral design or planter in the community.

Individuals take on this responsibility and the Society pays for the materials.

This makes people aware of the Society's presence in the community and contributes to civic beautification.

DUTIES and RESPONSIBILITIES

To design, plant and maintain two Stratford Public Library urns, spring and fall

To design, plant and maintain one United Way urn

To provide floral arrangements and place Society information inside the library, from time to time

The above tasks can be completed by more than one individual if desired.

AUTHORITY AND ACCOUNTABILITY

Purchase plants as needed within the budget (\$100) for United Way urn

Present receipts to the Treasurer.

Ensure the treasurer prepares an invoice to the library \$200 annually for the service.

SKILLS KNOWLEDGE EXPERIENCE:

- Floral design skills
- Communication skills

HOW TO:

The library contact, 2017, is Julia Merritt, CEO.

