

**Volunteer Role Description: Gardening**

**Role:** Garden Volunteer

**Purpose of Role:** To develop and maintain the Trust’s public outdoor garden areas, tending to a range of flowers, vegetables, trees and wildlife feeding/habitat areas

**Location:** Margrove Park Heritage Centre, Boosbeck, Saltburn TS12 3BZ

**Volunteering Hours:** Variable – anytime between 9am and 5pm Monday - Friday (usually regular office hours)

**Duration:** Ongoing/Project-based

**Availability:** This is a role which is usually more demanding in the Spring and Summer months, but there are opportunities all year-round. Our gardening group and People and Wildlife Manager will identify opportunities as and when they arise.

**Reporting to:** People and Wildlife Manager

**Special Requirements:** This role involves indoor and outdoor work, so sensible, appropriate clothing and footwear are necessary

**Skills / Qualifications/Health criteria:** Garden volunteers do not need to have any prior knowledge or experience in working in horticulture but any skills or qualifications held in this area would be highly valued. All relevant training will be provided. Due to the nature of the tasks involved it can also at times be physically demanding involving lifting, digging over etc. so in order to get completely involved gardening volunteers do need to have a basic level of physical fitness, although there are much less physical tasks that volunteers can get involved in and they will be supported by the rest of the group. Because of our attention to wildlife it is perhaps not the best role for those with phobias of insects or birds!

**Personal Qualities:** We expect all our volunteers to be enthusiastic, polite and helpful wherever necessary, acting as representatives of the Wildlife Trust. It is essential that volunteers are able to work on their own initiative as well as part of a team. Garden volunteers do need to be fairly organised, planning for planting, harvesting etc. at appropriate times of the year.

**Main Duties:**

Tasks are varied in this role but can be expected to involve:

* Planting Seeds
* Watering and Feeding Plants
* Pruning
* Potting plants
* Digging Over
* Clearing Weeds
* Using Small Hand Tools
* Raking
* Harvesting Small Crops

**Potential Risks:**

Risks under this role are identified in specific risk assessments discussed with volunteers as and when appropriate. Generally this role can involve physical work so volunteers need to be aware of safe manual handling procedures and understand their own limitations (communicating these to supervising staff when necessary). We expect all volunteers to use equipment only when trained fully to do so (and in line with risk assessments), be responsible in operating machinery and using tools, aware of others and their environments and also contribute to general good housekeeping (not leaving obstructions or spillages which can lead to accidents). We have registered first aiders, first aid boxes, accident recording procedures and a health and safety policy available for all volunteers to read in the administration office or can be sent electronically.

**Other Notes:**

Garden volunteering may be ongoing or temporary according to project/Trust requirements so potential volunteers need to bear in mind that this role is flexible. Please note that while our gardens are designed for educational purposes as well as to attract visitors, they are also designed to attract many different kinds of wildlife so volunteers will develop very different knowledge and skills in this role.