



Volunteer Role Description: Education

Role: Education Volunteer

Purpose of Role: To assist our education team with delivering our learning programme through workshops and activities, primarily with school groups

Location: 14 reserves across the Tees Valley, Margrove Park Heritage Centre, schools across the region

Volunteering Hours: Variable – school groups can have workshops in the mornings, afternoons or all day between 9am and 3pm

Duration: Term-time, ongoing

Availability: Please contact our People and Wildlife Manager Steve Ashton to find out when workshops are being held and opportunities for volunteering

Reporting to: People and Wildlife Manager

Special Requirements: Workshops are often held outdoors and therefore appropriate clothing and footwear (waterproofs and walking boots), a packed lunch and a drink will be needed. We do have some safety wear available but this is limited so if you are able to use your own we would really appreciate it! It is helpful if you can arrange your own transport to workshop sites and claim the expenses for fuel / public transport back from us but if this is not possible we may be able to arrange to pick you up and drop you off somewhere convenient near to your home.

Skills / Qualifications/Health criteria: Education volunteers do not need to have any prior knowledge or experience in working with children or conservation activity but any qualifications held in this area would be highly valued. All relevant training will be provided. A full DBS check (formerly CRB) **must be completed before** any volunteer can work regularly on our school workshops. Although this work is not physically demanding our workshops often involve walks on uneven ground, using small hand tools and light aerobic activity e.g. equivalent to general garden maintenance. We can support volunteers who may have learning difficulties, although it is important that volunteers can follow simple instructions and this role is likely to involve basic numeracy and literacy skills.

Personal Qualities: We expect all our volunteers to be enthusiastic, polite and helpful wherever necessary, acting as representatives of the Wildlife Trust. Because this role involves working with children across a range of age groups and abilities it is important that as an education volunteer you are sensitive to others' needs and patient. Education volunteers spend most of their time with groups of children and their teachers so this

attitude is all the more important! We need our education volunteers to be organised in themselves, to be ready for workshops on time and committed to volunteering when they have agreed to. This is from our website and summarises what we hope our education volunteers will share and achieve with us:

“We have a real passion for inspiring people about the natural world, and we strongly believe in igniting the inspiration in every child. We design our sessions around engaging and involving each child, helping them to actively learn in their own way. Our programmes are all designed to bring children face to face with nature, enabling us to bring learning to life and leave each child bursting with enthusiasm”

Main Duties:

Tasks are varied in this role depending on the workshop but can be expected to involve:

- Welcoming schools to the site
- Helping children to learn about wildlife and conservation
- Speaking to small and large groups of children (up to 60) and adults
- Preparing equipment and learning materials for workshops
- Facilitating and supervising group work
- Assisting on guided walks
- Responding to enquiries
- Tidying up after a workshop

We would never expect any of our volunteers to do anything that might make them feel uncomfortable in any way e.g. speaking to large groups, so please inform our People and Wildlife Manager if there is a task you would rather not take part in, or equally if there is something you would really like to do. We have a variety of workshops we can offer as a standard package to schools but we also offer bespoke sessions designed around certain groups' needs, so sessions can be varied or regular. Our standard school workshops include 'Habitat Detectives', 'Pond Dipping', 'Minibeasts' and the nationally recognised 'John Muir Award'. We also have a wide range of other workshops – you can read about them on our website at:

<http://www.teeswildlife.org/discover-learn/for-schools/woodhill-meadows/>

Potential Risks:

Risks identified under this role are minimal; however educational activities can be varied and are often held outdoors so risk assessments are completed in accordance with this. General risks are associated with manual handling, trip hazards, use of equipment e.g. educational events/workshops may include working with scissors for example. When working with children it is also expected that volunteers in this role will be aware of risks to everyone's safety as well as their own, although the Trust would not expect them to be responsible for others safety. All school visits have individual risk assessments completed by the Trust, which all educational volunteers should read, understand and apply. We have fully trained first aiders, first aid boxes, accident

recording procedures and a health and safety policy which is available for all volunteers to read in the administration office or can be sent electronically.

Other Notes: We tend to receive visits from local schools but because we operate across Middlesbrough, Stockton-on-Tees, Darlington, Redcar & Cleveland and Hartlepool the children visiting us can be from anywhere across the region. Age ranges can be anywhere from nursery (key stage 1) to GCSE-level students and some children may have special educational needs which require a little extra support. Education volunteers will always have a member of staff present to support them when working with groups.