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| **Volunteer Role Title** | **Role Number** | |
| **Inspiring People Assistant** | 211 | |
| **Reserve, Project, Team or Area** | | |
| Stirley Community Farm, West Yorkshire Team. | | |
| **Volunteer Manager/Supervisor** | | |
| Education Team | | |
| **Why do we need you?** | | |
| Since taking on ownership in 2011, Yorkshire Wildlife Trust has restored an old barn into an excellent education facility, developed a thriving community vegetable garden, planted an orchard, established a beef shorthorn herd, introduced bee hives and provided agricultural and conservation training to young people.  The Stirley Education Team host regular school visits throughout the year helping young people discover how plants grow, learning core topics of sustainability, healthy eating and a sense of wonder for nature. To continue and expand our education work at the farm we need more volunteers to assist with both the delivery of, and preparation for, these education sessions. In the future we hope to expand our family activities and events so that groups can explore the farm during school holidays and at weekends. A strong team of education volunteers will enable small events and activities to be held throughout these busy periods. | | |
| **What will you be doing?** | | |
| At Stirley Community Farm we run a range of events across the year to inspire people about nature. Volunteers run the majority of these events from school group visits to bookable events for the public. In this role you will help to deliver these activities, representing Yorkshire Wildlife Trust, and sharing your passion for nature with others providing a high quality visitor experience.  Tasks will include:   * Assisting the Inspiring People Leader in the smooth running of events and sessions * Assist in preparing of equipment, resources and materials * Assist in room set up * Back mark groups so no one gets lost * Check in people on events attendance list * Meet and greet participants * Engage with visitors and communicate ‘onward messages’ * Assist in the packing away of materials and equipment correctly * Feedback event attendance to co-ordinators or Inspiring People Officer * Run activities such as “dig, cook and eat”, gardening with nature tots or craft activities. | | |
| **Experience, knowledge and skills needed for this role** | | |
| Essential on day one:   * Reliable and punctual * Friendly * Capable of working well in a team and on own initiative * Ability to follow instructions and on occasions work with minimum supervision * Good communication skills * Reasonably fit (this role will involve being on your feet all day with minimal breaks due to the nature of school visits) * A passion for nature and an infectious enthusiasm that rubs off on others   Desirable or willing to learn:   * Experience of working with children * Knowledge of healthy eating and the benefits of local, seasonal produce * Knowledge of nature and British wildlife * Creative (activities can include modelling, sewing, drawing, painting)   **Does the volunteer need a driver’s license?** No | | |
| **What’s in it for you?** | | |
| * Development and use of communication skills * Development and use of engagement skills * The chance to connect communities and children with their local nature, creating a lifelong passion * Opportunities to develop your understanding of how a farm can be used to deliver elements of the curriculum * Experience of creating and planning education sessions * Experience of delivering education events to school groups * Be a valued member of a friendly, professional team of staff and volunteers * Knowledge that the work you will do will benefit a flagship site and the work of YWT * Develop a range of skills including people engagement and communication * Access to a wide range of internal training offered by YWT including the one day Event Day Leader and Task Day Leader courses | | |
| **Where is the role based?** | | |
| Stirley Community Farm – Huddersfield, West Yorkshire | | |
| **Commitment** | | |
| Once a fortnight – once a month  Volunteers will be emailed a diary with future event dates each month and then they can choose which dates to volunteer. | | |
| **Duration** | | |
| Ongoing – Most if our events happen between April and September. This is when you will be busiest. | | |
| **Does this role involve working with children or vulnerable adults?** | | |
| Yes **If yes, will the volunteer have supervisory responsibility for the children or vulnerable adults? If so how frequently?**  Volunteers will be supervised at all times whilst with children; unless they progress in their volunteering role to lead sessions. If this happens then a DBS check may be required as well as additional training from volunteer supervisor. | | |
| **Will the role involve any other sensitive tasks for which we may wish to check suitability via references or a criminal records check?** | | |
| Yes- two references are required | | |
| **Risk assessment complete?**  **Relevant Factors:** working with children, working on site (see Stirley Farm Site RA) | | |
| **What training is required to fulfil this role?** | | |
| **Essential:** Site induction and office induction  **Desirable:** Food Hygiene, First Aid, Fire Warden | | |
| **What equipment is required to fulfil this role? (inc. computer software/licences, PPE)** | | |
| **Office:** Desk: No Computer: Occasional Software: N/A  **Personal Protective Equipment: Other:** | | |
| **Have you identified the necessary budget to cover the training, PPE, equipment and travel expenses of this volunteer role?** (give details) | | |
| Necessary training and equipment will be provided | | |