

## Black Isle Cares – Gardening Volunteer - Role Description

Role Title:	Gardening Volunteer
Responsible to:	Projects Coordinator
Where (Location):	Black Isle Leisure Centre
Time commitment:	Various – dependant on activities agreed
Role description:	BIC were successful in securing funding to create a community garden at the Leisure Centre and whilst this is now mainly established, it requires regular maintenance. Pruning, weeding, planting and general tidying. BIC are also looking to add some planting boxes and fruit trees and the area for this would need prepared prior to planting
Main tasks:	<ul style="list-style-type: none"> <li>• Weeding, planting, pruning and tidying garden area.</li> <li>• Ensuring that H&amp;S and other requirements are met fully with the support of the co-ordinator.</li> </ul>
Required skills, qualities and experience	<ul style="list-style-type: none"> <li>• Volunteers should enjoy meeting people, and be willing be flexible in their role dependant on the activity.</li> <li>• Some gardening experience</li> <li>• Some work may be undertaken with the pupil of the secondary school and client group.</li> </ul>
Training and support available:	<ul style="list-style-type: none"> <li>• Support of the Trustees and Co-ordinator to maintain and add to the current garden</li> <li>• H&amp;S training</li> </ul>
Any other Requirements	
Recruitment process:	<ul style="list-style-type: none"> <li>• All expressions of interest will be referred to coordinator who will meet with new volunteer to explain role and level of commitment required.</li> <li>• New volunteer will then be supported by a designated trustee/projects coordinator to fully understand the requirements of the role.</li> <li>• Upon successful completion they will complete PVG forms. Two references will be sought at this stage.</li> <li>• On receipt of satisfactory references, and PVG scheme record and once induction has been successfully completed, the volunteer will commence in the role.</li> </ul>
Date role reviewed.	May 2020