

Volunteer Role Description

Volunteer Role Title:	Volunteer Gardener
Location:	Valley House and other properties around Coventry
Accountable to:	Volunteer Manager -induction and onboarding Maintenance Manager – day to day tasks post induction
Expectations:	Hours: Flexible to be agreed. Length of Service: Six months before we can provide any references
Responsibilities & Tasks:	<p>Main Duties:</p> <ul style="list-style-type: none"> • Weeding and Planting • Pruning and Maintenance: • Watering and Care • Lawn Care • Pathways and Grounds • General grounds work <p>Other Potential Duties:</p> <ul style="list-style-type: none"> • <i>Equipment Handling:</i> Safely use gardening equipment like lawn mowers, hedge trimmers, and other tools. • <i>Landscaping:</i> Participate in installing new landscaping features. • <i>Health and Safety:</i> Be aware of health and safety issues and take care when using equipment as per training.
Skills & Qualities	<p>Skills:</p> <ul style="list-style-type: none"> • <i>Gardening Knowledge and Experience</i> (desirable) • <i>Good level of fitness</i> -Able to bend lift and carry safe loads. • <i>Dexterity, attention to detail:</i> Able to handle tools, plants with care and precision. • <i>Teamwork:</i> Able to work effectively with others and be a positive team member • <i>Communication Skills:</i> Able to communicate effectively with other volunteers, staff, and the public. • <i>Health and Safety:</i> Able to understand and follow basic H&S policies, procedures, training and H&S instructions <p>Qualities:</p> <ul style="list-style-type: none"> • <i>Enthusiasm and Passion:</i> A genuine interest in gardening and a willingness to learn and share knowledge. • <i>Reliability and Punctuality:</i> Dependable and arriving on time for shifts. • <i>Patience and Perseverance:</i> Gardening can be a challenging and time-consuming task, so patience and perseverance are important. • <i>Adaptability:</i> Able to adjust to different tasks and weather conditions.

	<ul style="list-style-type: none"> • <i>Positive Attitude:</i> Friendly, approachable, and willing to help others. • <i>Openness to Learning:</i> Willing to learn new skills and techniques. • <i>Respect for Nature:</i> Appreciation for plants, animals, and the natural environment. • <i>Flexibility:</i> Able to volunteer in this role ad hoc and in different areas of Coventry • <i>Integrity and Honesty:</i> Trustworthy and reliable.
Training & Support	Valley House offers an extensive training package with the regular support from your mentor.
Expenses:	Reasonable travel expenses will be reimbursed subject to prior approval.
Benefits of Volunteering:	Skill Progress Learning and training Support and Development We can provide a reference after six months
Volunteering Responsibilities:	Help Valley House ensure service users are at the heart of all we do. Follow our policies, procedures and standards including Equality and Diversity, Safeguarding, Health and Safety and Confidentiality Meet any agreed time commitments and try to give reasonable notice if these commitments cannot be filled. Act as an ambassador for Valley House.