**Volunteer Role Description**

**Your role**

**Community Kitchen/Garden volunteer**

**Location**

In the school community garden

**Start date**

February 2021

**Your role**

* Assist the garden SSO specialist as directed
* Assist the grounds committee as needed

**Key skills**

* The ability to relate well with children and communicate in a positive and encouraging way with team members
* Show initiative when needed

**Aim of the role**

* To support the garden SSO and the school Grounds Committee

**What you need before you start**

The usual minimum requirements in the Department for Education volunteer policy and procedure, you must have:

* Volunteer RAN-EC
* DCSI or WWCC clearance
* Inductions – school, DfE
* Name badge
* Easy access to a first aid kit and relevant medical details of students

**Supervision and safety**

The garden SSO runs the community garden. Your role is to help them.

You need to:

* Make sure you safely put away any equipment
* Make sure everyone is safe
* Sign in and receive your badge from the Office

**What we expect from you**

* Treat everyone fairly and with respect
* Be a good role model for the children and students
* Show enthusiasm and enjoyment – make it fun
* Be honest and reliable

**Reporting and contact details**

Volunteer reports to: Nicola Ross

Contact person: Mel Worden, Office Manager

Role review date: February 2022