

Role: Gardening Assistant

Volunteer Role and Information



What is this volunteer role at St. Martin's Centre?

We are a busy community centre serving the needs of local people, offering a range of services to different service users from children, young people, families and the elderly. We seek a team of volunteers to help bring our garden and community centres to life! The volunteer will help with general activities such as mowing the lawn, planting flowers, trimming bushes, creating unique/creative ideas for the garden area and to help to develop or garden area as a great space for children and families to use!

This role is only available to those who live in the NE6 postcode area (Heaton, Byker, Walker and Walkergate).

What is the purpose of this role?

The **purpose of this role** is to help maintain and add to both garden areas, at the back and the front of the centre. This could be through mowing the lawn, raking leaves, picking litter and planting shrubs, plants and small vegetables. We aim to make a community garden space that is attractive and functional for children and young people to play. You will be a key part of helping us to develop this space.

What days and times does this role run?

This role is available anytime between **9am-5pm Monday to Friday**. Although you may be called at short notice for certain tasks (If you are available!).

Contact: Drew Dalton (Volunteer Coordinator) St. Martin's Centre. Roman Avenue. Byker. Newcastle upon Tyne. NE6 2RJ. Email: drewstmartinscentre@talktalk.net Phone: (0191) 276 4002

What type of volunteer are we looking for?

Please note that you must fit the criteria below to be eligible to volunteer in this role:

- A patient person who can bring life to a garden area!
- Eager and enthusiastic.
- A good knowledge of gardening and planting.
- Able to use gardening tools and equipment.
- Creative outlook and able to suggest ideas for improvement.
- A good awareness of working health and safety issues and how to ensure that our garden area is a safe place to be for the public.
- Enthusiasm essential.
- Reliable and regular volunteer.
- Someone who can behave with professionalism at all times.

What mandatory training do I need for this role?

After an initial discussion with our Volunteer Coordinator to check your suitability for this role, you will then undertake the following:

- An enhanced CRB check that we offer for free!
- A mandatory induction course with the Volunteer Coordinator and other new volunteers. This usually lasts between 4-6 hours (You will also gain a certificate as proof for your CV).
- A short induction with a relevant member of staff who will go through procedures for the group you are volunteering in.
- Some refresher training and supervisions as you progress as a volunteer.

What else do I need to know about this role?

As with all of our volunteers you will gain benefits from the following:

- Additional optional training courses (Both accredited and non-accredited).
- A warm, supportive staff team.
- Over 40 volunteers in the centre and a great environment to gain confidence, learn new skills and meet others. Our volunteers love to be here!
- An opportunity for free CV creation with the Volunteer Coordinator.
- Volunteer travel expenses and lunch costs (Within limitations).