

Volunteer role guideline



Warwickshire
Wildlife Trust

Role title: Local Reserves Group Volunteer Leader.

Purpose of your role: As a Local Reserves Group Leader, you will lead a group of volunteers on one of our local nature reserves to carry out a variety of tasks throughout the year. This is a valuable resource for enabling volunteers to give their time over a weekend, when other opportunities are limited.

Tasks you will be involved with:

- Leading a group of volunteers on your designated nature reserve.
- To ensure that the reserves group is conducted in a safe environment and any accidents or near misses are reported to the Reserves Manager as soon as is practicable.
- Liaison with Reserves Manager to produce a plan of work. Thereafter to liaise with your Reserves Officer regarding ongoing practical habitat management.
- To adhere to WKWT Health & Safety, Policies and Procedures. Liaise with the Reserves Officer regarding any problems arising as soon as is practicable.
- To securely maintain and complete all relevant trust paperwork to allow for collation of site tasks and volunteering information and attendance details.
- To maintain any tools and other WKWT owned resources in accordance with good working practice.
- To attend regular training or refresher sessions as organised by WKWT.
- To attend an Annual Health & Safety Check with WKWT Reserves Officer and/or staff member.
- To be part of the management plan review programme.

Skills and abilities required:

- Knowledge of your local area and nature reserve is beneficial, although not essential, as training will be provided.
- An interest in the work of the Trust and your designated site.
- Good interpersonal skills, at all levels.
- Good organisational skills.
- To be or to become First Aid trained.
- Able to work independently and as part of a team.
- Driving licence, preferable but not essential.



You will be based at: various reserves throughout Warwickshire, Coventry and Solihull.

Days and time we would like you to be available: Local reserves groups run at various times on weekdays/ weekends depending on the nature reserve and your availability. Volunteering groups usually start at 9.30am and finish by mid-afternoon.

Benefits to you:

- Regular training or refresher sessions as organised by WKWT.
- The opportunity to make a real difference to the environment in Warwickshire, Coventry and Solihull.
- A valuable member of a professional team.
- Reference available, after six months.
- Contribute to the conservation of our beautiful nature reserves.
- Connect with nature, whilst learning more about your local reserves and wildlife.
- Act for nature.
- Learn and develop new skills such as hedge laying, fence construction, coppicing, tree popping etc.
- Ambassador for the Trust.
- Meet like-minded people, make new friends.
- Keep active, enjoy the outdoors whilst improving your health and well-being.

Your staff contact: Reserves Manager / Reserves Officer.

