

JOB DESCRIPTION FORM

Job Description

Job Title:	Education and Wellbeing Volunteer
Location:	Watchtree Nature Reserve, Nr Wiggonby, Carlisle Cumbria CA5 6NL
Reports to:	Education and Wellbeing Team Leader and Manager
	None
Hours of work:	Zero Hour
Salary Range:	Voluntary Role

Summary of position:

Assisting the Education and Wellbeing Team Leader with education and wellbeing services at Watchtree Nature Reserve on a voluntary basis. Education and Wellbeing encompasses school and group learning sessions, forest schools, kids clubs, birthday parties, woodland wellbeing and other social prescribing groups. The Education and Wellbeing Volunteer will help the Team Leader and Assistants to run sessions, taking the initiative with learning opportunities for the children you're supporting. Preparing for sessions before children arrive and tidying away afterwards are key to the role.

Primary Responsibilities

Maintaining excellent customer service at all interfaces with all ages and abilities	Assisting with the delivery of high-quality education and wellbeing sessions covering a range of topics relating to the national curriculum
Assisting the Team Leader and Assistant in sessions.	Become an integrated part of the Watchtree team, adapting to suit the needs of the business where necessary
Maintaining positive relationships and being a role model to the children, and providing feedback to parent/carers as required	Assisting in forest school holiday club sessions during school holidays
Working with children with SEND and vulnerable children	

Personal Specification

	Essential	Desirable
Qualifications & Training	A DBS will be required for this role.	Teaching or childcare qualification, or in studying for qualification Qualification in a related subject Forest School experience First Aid Safeguarding Food Hygiene
Experience		Working with social enterprise/charities Volunteering Engaging young people through teaching and/or community work

Qualities and Attitude	Excellent communicator Pro-active individual Team worker Friendly and enthusiastic	Disability awareness
Knowledge		Education and the current curriculum Forest School Social Prescribing Ecology and the environment Health and Wellbeing

Competencies

Health & safety procedures	Reliable and punctual
Financially aware and trustworthy	Clear communication
Workplace House Keeping	

Prepared by:

Name:	Leanne Fisher	Signature:		Date:	05/03/2024
Position:	Education and Wellbeing Team Leader				