

WOODWORK VOLUNTEER –Community Garden Westcliff

Role Description

Trust Links is an organisation committed to the safeguarding and promoting the welfare of children and vulnerable adults and expects all staff, Trustees and volunteers to share this commitment.

Trust Links aims to create a culture that respects and values each others' differences, that promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential.

Hours/ Day required: Hours TBC on Fridays

Location: Growing Together Thundersley
Kiln Road
Benfleet
SS7 1TF

Reports to: Growing Together Staff

PURPOSE OF THE ROLE:

To work alongside Growing Together staff and help with any woodworking projects the team identify. To assist in fixing broken wooden items or furniture in the gardens, to start new projects and be involved in a creative way with anything woodwork related. The role will at times be expected to work closely with our members who may like to get involved in woodworking projects. Working as part of a wider team and being open to teamwork and other people's ideas, is essential.

The Volunteer will be required to:

- Undergo a DBS check
- Participate in a Volunteer induction and Mandatory training
- Report issues, concerns and successes to project staff
- Work with the team to improve outcomes and wellbeing for project members and the broader community

MAIN DUTIES AND RESPONSIBILITIES OF THE ROLE:

- Oversee the work area and ensure tools are used appropriately
- Welcome new attendees into the team

- Share woodworking skills and create items such as bird boxes, benches for the garden
- Fix broken items or work with the team to rebuild them
- Encourage participation of other attendees
- Document accidents in Accident Book and notify staff
- Report any damaged or faulty equipment to staff
- Taking part in appropriate training and development activities
- Notify staff if you are unable to attend your regular shift
- Ensure Health and Safety regulations are adhered to in line with Trust Links Health and Safety policy
- Ensure Safeguarding requirements are met in line with Trust Links Safeguarding policy and escalate concerns about the wellbeing of service users to appropriate staff members
- Maintain confidentiality
- Raise any issues affecting members with appropriate staff member
- Feedback to staff relevant information relating to members' progress and independence

Volunteers will need

- To be welcoming and friendly
- Practical skills such as basic/ intermediate carpentry
- Empathy and listening skills
- Willingness and commitment to undertake further training and development
- Commitment to the role
- Tact
- Responsiveness
- Realism
- Honesty
- Enthusiasm
- Team Work