

## Volunteer Role Description

| Volunteer Role                                                 | Practical Volunteer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| <b>Purpose of the Practical Volunteer role</b>                 | <p>The role of Practical Volunteer is perfect for anybody eager to get outside and help the Broads National Park in a hands-on way. Duties can be as varied as responding to incidents (perhaps clearing a fallen tree or mending a quay heading) to more seasonal duties such as fen management through the winter months and in the summer months the removal of invasive plant species. It's the perfect role for keeping fit and making friends.</p>                                                                                                                                                                                                                                                                                           |
| <b>Practical Volunteer responsibilities</b>                    | <ul style="list-style-type: none"> <li>• Volunteering outdoors in a range of habitats.</li> <li>• Practical habitat management.</li> <li>• General maintenance, including footpaths, moorings and countryside and navigation structures.</li> <li>• Helping with refurbishment of Broads Authority facilities including painting and decorating.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Essential skills needed as a Practical Volunteer</b>        | <ul style="list-style-type: none"> <li>• Ability to volunteer safely and with minimal direct supervision.</li> <li>• Be physically fit and willing to volunteer outside in all weathers.</li> <li>• Have a willingness to help with a wide range of tasks and activities.</li> <li>• Good time keeping.</li> <li>• Have a willingness to commit regularly to volunteering.</li> <li>• An ability and willingness to follow instructions.</li> <li>• Able to communicate effectively with staff and other volunteers.</li> <li>• Able to communicate with the public in a courteous manner and to represent the Broads Authority.</li> <li>• Have an interest in making a difference in the Broads helping manage habitats for wildlife.</li> </ul> |
| <b>Desirable skills that may help as a Practical Volunteer</b> | <ul style="list-style-type: none"> <li>• Experience with small hand tools (saws, loppers, rakes) and power tools and machinery (drills, mowers).</li> <li>• Experience with being on water, boat handling.</li> <li>• Some natural history identification skills or background knowledge of wetland habitats may be helpful but are not essential.</li> <li>• Knowledge of the Broads and the work of the Authority.</li> </ul>                                                                                                                                                                                                                                                                                                                    |
| <b>Where you will be based</b>                                 | <ul style="list-style-type: none"> <li>• Practical Volunteers help us all over the Broads, so you are not based in one location.</li> <li>• You need to be able to get to various sites around the Broads.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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| <b>Times/days we would like you to be able to help us</b> | <ul style="list-style-type: none"> <li>• We need your help during the week, Mondays to Fridays throughout the year (picking days that suit you from our rota), but would hope that you can help us once a week during the busier winter period from September to March.</li> <li>• However, if you prefer to help in blocks of time e.g. a two-week block every few months, we can consider something like this.</li> </ul>                                                                  |
| <b>Minimum age</b>                                        | 18 years.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Do I need a driving licence?</b>                       | No, but it is the responsibility of the volunteer to get to the site location. You must check you have appropriate insurance that is covered under 'Social, Domestic and Pleasure.' Mileage expenses can be claimed.                                                                                                                                                                                                                                                                         |
| <b>What training will I receive?</b>                      | <ul style="list-style-type: none"> <li>• All volunteers are asked to complete induction training including Safety Training and Volunteering Essentials modules and a refresher once every 3 years. This may include first aid training if relevant to the role.</li> <li>• Following this Practical Volunteers will receive 'while volunteering' role-specific training as appropriate.</li> <li>• You may also be offered additional external training if the skill is required.</li> </ul> |
| <b>How to apply</b>                                       | <p>Volunteer opportunities are advertised on the Broads Authority website and on our social media platforms. You can also be added to an email alerts list to let you know when opportunities become available:</p> <p><a href="mailto:volunteering@broads-authority.gov.uk">volunteering@broads-authority.gov.uk</a></p>                                                                                                                                                                    |