



## Volunteer Role Description

<b>Role title</b>
Independent Events Team Volunteer
<b>Purpose of your role</b>
To support NWT and raise awareness of our work by attending public events across Norfolk providing friendly face to face contact and distributing information and events leaflets. To reconnect people to their local environment and the wider natural world, and increase awareness and membership of Norfolk Wildlife Trust.
<b>Type of work you will be involved with (working in pairs with other volunteers)</b>
<ul style="list-style-type: none"> <li>- Help pack and check equipment, before and after events</li> <li>- Drive to events across Norfolk in NWT vehicles, or accompany other volunteers to events</li> <li>- Help organise and restock resources for events</li> <li>- Deliver event activities</li> <li>- Engage with the public, sharing an enthusiasm for Norfolk and its wildlife</li> <li>- Direct visitors to and distribute relevant NWT literature</li> <li>- Promote membership and recruit new members</li> <li>- Assist with retail sales of NWT goods</li> </ul>
<b>Skills and abilities you will be using in your role</b>
<ul style="list-style-type: none"> <li>- Very good organisational and time management skills</li> <li>- An engaging and outgoing personality and ability and willingness to talk to a wide range of adults and children</li> <li>- Confidence to approach event staff when required</li> <li>- Able to work under your own initiative</li> <li>- Responsible and reliable personality</li> <li>- Able to promote the work of Norfolk Wildlife Trust to the general public</li> <li>- A willingness to respect and implement health and safety policies and procedure</li> <li>- An enthusiasm and passion for wildlife and conservation is desirable</li> </ul>
<b>You will work at</b>
Various events across Norfolk. These may include indoor and outdoor fairs, shows, markets, wildlife events and events on our own reserves.
<b>Times/days we would like you to be available - this can be flexible</b>
Events are variable and throughout Norfolk, they can be weekdays but will usually be at weekends, and mostly during March to October. You can state your preference, and will be given a choice of dates. Events can be for a couple of hours or all day.
<b>Benefits to you</b>
<ul style="list-style-type: none"> <li>- Opportunity to develop and share your passion for wildlife and conservation</li> <li>- Opportunity to work outdoors in a variety of locations around Norfolk</li> <li>- Chance to work with a friendly supportive team</li> <li>- Chance to gain an inside look at the way a large wildlife charity works</li> <li>- Opportunity to network and meet other staff/volunteers within conservation and community engagement.</li> <li>- Reimbursement of travel costs</li> <li>- Full training will be given</li> </ul>
<b>Your supervisor</b>
Volunteer Coordinator
<b>Notes/special requirements</b>
A full clean driving licence is desirable, but non-drivers will also be considered. You will need to be able to travel to NWT headquarters at Bewick House to pack and collect vehicles. A First Aid qualification would be an advantage although training can be provided.