



Volunteer Role Profile

- ORGANISATION:** *Groundwork NE & Cumbria*
- JOB TITLE:** *Land of Oak & Iron Woodland Conservation Volunteer*
- REPORTS TO:** *Laura Waugh – Project Officer*
- WORKING HOURS:** *10.00am – 2.00pm every Thursday*
- LOCATION:** *West Wylam Plantation and Spetchells Chalk Grassland, Prudhoe*
- SALARY:** *Unpaid*

ROLE SUMMARY

To carry out traditional woodland and grassland management skills, working as part of a voluntary team on sites around Prudhoe, which are being cared for by the Friends of Prudhoe Woods.

KEY TASKS

- Coppicing
- Removing invasive species
- Surveying
- Tree planting
- Habitat management
- Removing fencing
- Open woodland pathways
- Thinning woodland (small tree felling)
- Help at community events

Additional responsibilities

- Comply with the Trusts' Health and Safety policy in all employment practices.
- Comply with the Equal Opportunities Policy and Procedure in all employment practices.
- Comply with the Trusts' Performance Management Policy.
- Maintain the integrity of the Groundwork North East brand in all internal and external communications
- Maintain a proactive approach to your role and responsibilities along with a commitment to contribute and maintain the positive working ethos within the Trust.
- Maintain working knowledge of the policies and regulations governing the Trust.
- Assure attendance at staff meetings as requested.
- Undertake any training and development deemed necessary for the pursuance of the role.
- Work in a way that contributes to the continuous improvement of the Trusts' services and embraces the organisations quality initiatives.
- Any other duties commensurate with the level of the role.

These are responsibilities which we expect all of our volunteers to undertake.

CONTACT DETAILS

Laura Waugh, Project Officer, Groundwork NE & Cumbria
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