

Volunteer Role Description

Role title:
Wildlife Trainee (Community) Nature Discovery Centre
Based at location:
The Nature Discovery Centre- Thatcham
Purpose of the role:
To help the Nature Discovery Centre team to run this busy visitor centre and assist with events, education and community activities for all ages.
Types of activities you will be involved in:
<ul style="list-style-type: none"> • Supporting and learning from the Community Wildlife Officer at the Nature Discovery Centre • Supporting the development and delivery of educational events for families, specialist groups and general public • Assisting with maintenance and development of educational and event resources and facilities • Assisting with, and leading, groups and schools visiting the site • Assisting with, and leading, health and wellbeing projects • General administrative tasks • Assisting with maintenance of resources and facilities at the Nature Discovery Centre • Assisting with and leading outreach sessions at local clubs and occasional schools • Assisting Front Desk Team as necessary to welcome visitors, providing information to enhance their visit and inspiring them to support our work eg by volunteering or by becoming members • Assisting with occasional practical tasks and/or volunteer work parties • Any other duties as delegated by the line manager, Head of Department or Chief Executive
Experience &/or qualifications needed:
<p>Essential:</p> <ul style="list-style-type: none"> • Desire to work in nature conservation and education • Interest in working with local communities • Desire to inspire people about the wonders of the natural world • Desire to encourage people to take action for wildlife • An ability to engage with a range of people from different age groups & backgrounds • A good level of physical fitness & strength • Self motivated and able to take the initiative • Confident when being independent or acting constructively within a team • Good communication and organisational skills

<ul style="list-style-type: none"> • Experience of Microsoft Word, Excel and Publisher <p>Desirable:</p> <ul style="list-style-type: none"> • Environmental education skills • Willingness to supervise and lead others • Relevant education and/or experience • Practical conservation skills • Valid driving licence, own transport and willingness to drive BBOWT vehicles
Times/days we would like you to be available:
A commitment of three days a week for 6 to 12 months is required (Mondays and Tuesdays essential, third day is negotiable. Days may vary to accommodate different events/activities). The hours are 9am to 5pm. Some evening and weekend attendance will also be needed.
Benefits to volunteer & possible training opportunities:
<p>A range of training is provided through the 'Developing Your Skills' programme and BBOWT's internal training programme. You will gain experience in supporting community groups/volunteers, environmental education, organising events, health and wellbeing projects, and practical nature reserve management. The programme is intended to facilitate the Trainee's progression to a paid job in nature conservation/community work.</p> <p>Externally certified training will be given in first aid. There will also be the chance to go on some relevant external courses.</p>
You will be responsible to:
Community Wildlife Officer at the Nature Discovery Centre
Expenses payable:
Limited travel expenses are available
References or CRB check required:
Two references required: One academic/professional, the other a character reference