



## **National Memorial Arboretum**

### **Role Description: Grounds Volunteer**

#### **What is the National Memorial Arboretum?**

The National Memorial Arboretum in Staffordshire is the UK's year-round Centre for Remembrance; it is a place which helps people to reflect and to be inspired, a place where they can celebrate lives lived and commemorate lives lost in service. Located in the heart of the country, in the National Forest, with approximately 25,000 maturing trees and over 400 memorials across a 150-acre site, the Arboretum is a beautiful and lasting tribute to those who have served, suffered, and sacrificed on behalf of the Nation.

#### **Grounds Volunteer Role Overview**

Grounds volunteers undertake a wide variety of tasks to support the grounds maintenance and gardening team, producing high standards of grounds and garden maintenance. They can also supply basic information and direction around the site to visitors and act as an ambassador for the Arboretum.

They:

- Partake in weeding, edging, leaf collecting and general maintaining of the site
- Assist with woodland compartment maintenance; including crown lifting, removing dead, dying or diseased branches, ensuring the site is safe for visitors and helping to provide air flow within woodland areas
- Plant, mulch and prune where required
- Clean plaques, benches, shelters, signs and Memorials
- Litter pick and remove other debris
- Assist with invasive weed control

#### **Who will this role suit?**

Individuals who:

- Have an interest in horticulture and arboriculture
- Have an active lifestyle
- Enjoy and thrive working in teams and meeting people from a wide range of backgrounds



Have a pleasant and friendly manner and a desire to provide great support in all that you do

Are comfortable working outdoors in all weather conditions

- Are committed to acting in line with the Royal British Legion's policies and procedures, including those related to data protection, confidentiality, safeguarding, health and safety, equality and diversity
- Are willing and able to give a regular commitment of time
- Interested in learning about the Arboretum, including details of the site, memorials and nature
- Are able to act as excellent ambassadors for the National Memorial Arboretum
- Are sympathetic to, and will adopt, the values of the Royal British Legion and the National Memorial Arboretum

### **What support will be available to you?**

- A structured training and induction pack, to guide your development and build confidence in relevant knowledge
- Continuous support from your line manager
- Day to day support from the Estates team and wider volunteer teams
- A volunteer agreement that outlines both our expectations of you and what you can expect from us

### **Key Information**

- We ask for a regular weekly time commitment (e.g. one day per week)
- Travel expenses between home and the Arboretum may be claimed at a rate of 45p per mile, up to a maximum of 60 miles per day). These will be paid by BACS monthly
- Must be over 16 years of age
- Volunteering agreement will begin upon receiving two satisfactory references

### **What is in it for you?**

- Interesting and rewarding duties
- Meet new people and make new friends
- Training relevant to your role
- 50% off in the Restaurant on food cooked on site whilst on volunteering duty
- 20% in the retail shop whilst on duty
- Mileage expenses
- Long service awards
- Team events and socials
- Free car parking, when on or off duty



- Free uniform, including name badge, car parking pass and access card/lanyard
- Weekly newsletter 'Newsleaf'
- Access to our volunteer system Better Impact to be completely in control of your own time

**This role is purely voluntary, and this arrangement is not meant to be a legally binding or employment contract.**