

## GARDENING VOLUNTEER

<i>Title</i>	Gardening Volunteer
<i>Report to</i>	James Cross, Head Gardener
<i>Key internal contacts</i>	<p>Siobhan Goodwin, Community Engagement Manager – senior manager leading community engagement activity including volunteering recruitment and training.</p> <p>Gemma Palmer, Community Engagement Assistant – co-ordinates volunteer recruitment and training, helps other teams to recruit and support volunteers.</p> <p>Gardening team – James Cross (Head Gardener), Rob Hole (Gardener), Tracey Ayres (Gardener), Jess Orr and Megan Walters (Assistant Gardeners), Anna C-M (Trainee Gardener) and Jo Stevenson (Community Gardener) – lead, support and train gardening volunteers.</p> <p>Duty Manager – for any issues when the Palace and Gardens are open to the public.</p>
<i>Purpose of role</i>	<p>To assist Palace Gardeners to maintain, improve and develop The Bishop's Palace gardens.</p> <p>Garden volunteers will primarily work in the main garden but may also be asked to support work in the Community Garden if required (see Community Garden Volunteer role profile).</p>
<i>Key tasks – What the Palace Trust expects from the Gardening volunteer</i>	<ul style="list-style-type: none"> <li>• Raking</li> <li>• Edging</li> <li>• Weeding and clearing</li> <li>• Tidying</li> <li>• Mulching</li> <li>• Pruning</li> <li>• Planting</li> <li>• Digging</li> <li>• Watering</li> <li>• Provide a friendly and informed welcome to all visitors.</li> <li>• Help visitors to discover more about the place they are visiting by helping with interpretation – e.g. answering questions about the gardens.</li> <li>• Be an advocate for the work of the Bishop's Palace and promote additional services such as venue hire, the Bishop's Table and the shop, as well as other ways of getting involved (e.g. volunteering and fundraising).</li> <li>• Dress code: practical, waterproof, appropriate footwear for being outdoors and in a greenhouse. Warm clothes in winter months.</li> </ul>

For more information contact: Siobhan Goodwin Community Engagement Manager,  
tel: 01749 988111 x202,

<i>Suggested time contribution</i>	<ul style="list-style-type: none"><li>• 4-7 hours each week on a pre-agreed day with the Head Gardener.</li></ul>
<i>Additional information</i>	Requires a moderate – high level of physical ability (strength and mobility) although modifications can be made (e.g working with another person or changing activity across the day).