



Volunteer Role Profile – Volunteer Assistant Ranger

Thank you for your interest in undertaking voluntary work to support East Devon District Council. This document sets out the requirements of the volunteering role.

This voluntary work will be based in the Countryside service which is part of the Place Directorate and will be managed by Ben Morgan-Brown (Nature Reserve Ranger).

The main activities that will be undertaken as part of this voluntary work are:

- Assisting the existing ranger team in all aspects of habitat management across East Devon Nature Reserves
- Assisting the wider team during public events
- Receive training as part of the role including Level 2 Award in the Safe Use of Brushcutters and Trimmers, Level 2 Award in Chainsaw Maintenance and Cross-Cutting, and Outdoor Emergency First Aid

The voluntary activities will be undertaken within the following days and hours:

- Between 2 and 4 days a week, Monday to Friday, 9.00am to 17.00

The knowledge, skills and behaviours that would support the individual with this voluntary work include:

- Able to work in a physical role in all weather conditions
- Demonstratable passion for the natural environment
- Ability to follow instructions and work safely
- Able to work as part of a varied team and independently
- Able to independently travel to place of work or a mutually agreed collection point

Volunteers working under the direction and control of the Council can expect:

- an enjoyable volunteering experience
- a friendly, supportive, healthy and safe environment in which to work on a voluntary basis
- an efficient and fair volunteer recruitment process
- relevant and appropriate training and support to deliver the volunteering role (taking into account current skills and experience)
- appropriate resources and equipment to undertake the role and make a valuable contribution
- prompt reimbursement of reasonable travelling expenses, where applicable
- an environment which embraces two-way communications and which values volunteer input

- regular personal and/or group supervision with a nominated supervisor – either face to face or by telephone – to ensure volunteers are supported and have a clear understanding of what is expected
- for regular volunteers, a volunteer induction within 4 weeks of starting to help orientate into the work of the Council/team and the role
- any issues that may arise during the course of the volunteering arrangement to be investigated and resolved fairly.

In return the Council expects volunteers to:

- ensure their volunteering contribution is delivered to the best of their abilities and to a high standard
- treat with respect those you are working with: individuals, other volunteers and staff
- inform their supervisor if they cannot deliver the volunteering role or are unavailable to volunteer, giving as much notice as possible
- work within the scope of the role, only making decisions on behalf of the Council that are necessary to deliver the role and as agreed with the supervisor
- act as an ambassador of the Council and that anything you do does not bring the Council into disrepute
- adhere to the work and standards expected within the Council. As a minimum this should include data protection, health and safety, equality, diversity and inclusion, whistleblowing, safeguarding and ICT policies (if the volunteer will be using Council/Strata owned ICT).
- be willing to share their learning and experiences to the furtherance of providing an outstanding experience for service users
- engage with the aims and objectives of the volunteer project.

For further information on this volunteering opportunity please contact Ben Morgan-Brown, Nature Reserves Ranger, ben.morganbrown@eastdevon.gov.uk.