**Skelton Grange Environment Centre Role Description**

****Natural Heritage Trainees are a key part of our team, working with young people and the local community at Skelton Grange Environment Centre. You will be trained and supported by experienced project staff, and work as part of a team with paid staff, trainees, and Volunteer Officers.

**We will aim to train the Natural Heritage Trainees in:**

* Running a range of outdoor education and play activities and events with schools and community groups on the Skelton Grange Environment Centre site.
* Practical development and maintenance of the wildlife area at Skelton Grange- including habitat management and surveying skills.

**Typical activities for a Natural Heritage Trainee include:**

* Running environmental education, play and engagement activities for groups of children and young people on the Skelton Grange Environment Centre site.
* Keeping the activity days and resources up to date and developing new resources or materials as required.
* Working to develop and maintain the wildlife area as an exciting and inspiring location for visitors to get a hands on experience with nature. This will include both development work and routine maintenance.
* Leading or assisting groups of volunteers on practical conservation tasks including preparing and organising activities, supporting and training volunteers (including some with additional support needs) looking after tools, refreshments, group welfare.
* Helping with the general running of the centre and the project.

The trainee role will give you real responsibility in a supportive environment, and aims to support you into being able to run activities and lead groups independently.

As well as valuable practical experience with an organisation recognised for its quality by employers in the environmental field, we will provide you with a range of useful training courses, job opportunity information, interview guidance and references. It's also a chance to do something very satisfying and worthwhile, and have lots of fun with some great people!

**Training:** A comprehensive training programme will be delivered through formal courses and working alongside experienced practicioners. This will include Leadership on day Projects, Environmental Games and Activities, First Aid, Practical Tools Use, Health & Safety, Risk Assessment, Working with Children, Safeguarding, Equality and Diversity, Data Protection Awareness and more.

You will have access to TCV's online training system, and will have the opportunity to do an NVQ Level 2 qualication, or complete a John Muir Trust Award.

**Days:** 3-5 days /Week

**Timings:** We are normally open 9am – 5pm Monday – Friday with some weekend work outside of these times.

**Expenses:** Travel expenses of up to £6.50 per day can be reimbursed.

Name of volunteer:

Name of manager: