

**Trainee Role Description**

**Volunteer Support Trainee - Health and Wellbeing**

At Organiclea we believe in empowering individuals and communities through sustainable activities, such as food growing. Our diverse volunteering programme includes working with referral partners and families encouraging activities for those who are neurodiverse, experiencing mental ill health, physical difficulties or language barriers. This includes partnering with the NHS and statutory agencies to deliver social prescribing wellbeing placements as a non-medical option for treatment and recovery. We encourage volunteers to ground learning by participating in a number community learning study groups, recording and worksheet practices. These often act as a first-step for other courses and allow many new volunteers to test their interest in organic horticulture - and feel more at ease. Beyond the market garden volunteering we increasingly are designing engagement activities that introduce interested groups to the site's work and associated opportunities.

This traineeship opportunity - which is at the heart of our volunteering team, will suit someone keen to understand procedure and practice that supports Hawkwood's engagement and volunteer programme, and looking to learn about working with people and supporting others to do the same in an urban market gardening situation. The trainee will support the Engagement Coordinator with the Wednesday participation programme carrying out orientations, support for the buddy scheme - both mentors and buddies, and supporting horticultural tasks and learning for volunteers in the garden. This is a 6-month volunteer trainee placement based in the market gardens - with the possiblity to extend to 9 months.

**Details of the role**

* Unpaid voluntary role.
* 1 day a week for 6 months on Wednesdays
* Hours: Wednesdays from 9.30am – 5.00pm and Wednesday evenings once a month for workshops and ‘site walk’.)
* Dates: Wednesday 1 April - Wednesday 30 September 2020
* Based at: Hawkwood Community Plant Nursery
* Occasional weekend commitments: 4 days over the traineeship to support weekend outreach events, open days, and plant and produce stalls

**Supported by**

* monthly check-ins with an Organiclea mentor
* monthly discussion on Organiclea organisational learning topic
* AQA Certificate 'Supporting Volunteers to take part in a community project' (if not already achieved)
* travel expenses, within London, if needed
* A seasonal, vegan, organic lunch will be provided

**To apply:** Please send a CV or a description of your employment (and volunteering) history; and a covering letter detailing how you meet the person specification and why you want this post to [volunteering@organiclea.org.uk](mailto:sunniva@organiclea.org.uk) or by post to the Hawkwood address below. For more information about this role please contact Clare at volunteering@organiclea.org.uk/020 8524 4994.

**Deadline for applications: 10 am Monday 17th February**

**Interview date: Tuesday 25 February**

**Main objectives**

* Assist with delivery and coordination of the Buddy Scheme, including the AQA certificated study group; Introduction to Organic Gardening and other foundation learning opportunities
* Assist with developing/delivery of on site health & wellbeing programmes and target group welcome inclusion opportunities.
* To learn about the Hawkwood volunteering programme and tools that support participation.
* To play a lead role integrating all into into vegetable production tasks at Hawkwood
* To take part in reflective and feedback processes and design systems to improve participation in Hawkwood's volunteering programme

**Main Duties**

* Orient new Buddy mentors and participants.
* Support delivery of the Buddy scheme; assisting volunteers with additional support needs (particularly those who are neurodiverse, experiencing mental ill health, physical difficulties or language barriers).
* Lead reflective practice sessions with Buddy scheme participants and mentors.
* Support delivery of study group and entry level learning opportunities including completion of participant monitoring forms and worksheets.
* Support volunteers in the garden.
* Support the development of additional inclusion opportunities such as OrganicLeas work with migrant and refugee groups.

**Person Specification**

**Essential**

* Completion of AQA; Supporting volunteers to take part in a community project OR equivalent mentoring scheme experience.
* Ability to explain tasks to volunteers.
* Ability to work on own initiative, prioritise and work collaboratively.
* Commitment to involving all community members in Organiclea’s work.
* Commitment to empower others through sustainable activities such as food growing.
* Understanding of issues surrounding Safeguarding, Health and Safety.
* Commitment to Diversity and Inclusion.
* Commitment to and understanding of Organiclea’s values and aims.
* Current DBS certificate (or willingness to be checked).

**Desirable**

* Experience of working with neurodiverse adults and those experiencing or recovering from ill mental health.
* Experience of delivering training and tutorials.
* Level 1 Horticulture qualification or equivalent food growing competency (or demonstrable willingness to learn quickly).