



# ABBOTSFORD

THE HOME OF *Sir Walter Scott*

## Volunteer Role Description

<b>Role title</b>	Estate Volunteer
<b>Location</b>	Woodland, meadow, riverside
<b>Department</b>	Gardens and Estate
<b>Frequency and commitment</b>	Wednesday, 9am-12noon,
<b>Start date</b>	March 2019
<b>End date (if applicable)</b>	Ongoing
<b>Purpose of the role</b> The Abbotsford Trust looks after 120 acres of land beside the Tweed, made up of meadow and native woodland, much of it planted by Scott himself. A major restoration of Sir Walter Scott's woodlands and paths has recently been completed. New signage and benches have been put in place, old views restored and native trees replanted. As an Estate Volunteer, you will assist the ranger in a variety of tasks looking after Scott's woodland estate and helping visitors to enjoy the landscape. This role would suit someone who is reasonably fit and healthy, has an interest in conservation and likes manual activity tasks.	
<b>Tasks involved</b> <ul style="list-style-type: none"><li>• A variety of conservation tasks such as coppicing, small scale forestry tasks such as tree planting, tree pruning, path &amp; woodland glade maintenance.</li><li>• Clearing and improving drainage culverts</li><li>• Grassland management, Grass cutting when necessary, removal of invasive weeds.</li><li>• Surveys of habitats, wildflowers, butterflies, birds.</li><li>• Controlling and monitoring public access on the estate and reporting vandalism</li><li>• Orientate visitors around the site</li><li>• Undertaking any training deemed relevant</li><li>• Working by yourself or with other volunteers/staff</li><li>• Working within Abbotsford Trust's Health and Safety Policy at all times</li><li>• Reporting any potential hazards, accidents and other issues to the Ranger</li><li>• Work with general garden and estates team to complete tasks when required.</li></ul>	

## **Why volunteer at Abbotsford?**

- Become involved and make a contribution to an internationally significant heritage site at an exciting and challenging stage in its history
- Be an ambassador for Abbotsford, Sir Walter Scott and the redevelopment project on site and within your local community
- Meet a wide variety of people, including staff, trustees, other volunteers and visitors from around the globe
- Develop skills, knowledge and increase confidence
- Work in a beautiful setting

## **Skills and experience**

- Reasonably fit and healthy – lots of walking will be involved as well as a variety of manual handling tasks.
- Experience in undertaking a variety of practical tasks in an outdoor environment would be beneficial, however, ongoing training will be provided.
- A safe and competent tool user. Training will be provided where necessary.
- An enthusiastic person who takes pride in their work and has a good eye for high presentation standards.
- Good at working in a team to complete tasks.

## **Requirements**

- Interested applicants will be asked to complete a Volunteer Registration form.
- Applicants will be invited for an interview about the role.
- Details of two references will be requested.
- If accepted, you will be invited to attend some days on site for induction, briefing and training, including a tour of the site.
- All volunteers undertake a trial period of one month.

## **Training and Induction details**

- Induction – volunteers will undergo an induction process which includes a first day induction with their volunteer manager, a general induction group session introducing them to the Abbotsford Trust, a guided tour of the house and gardens and several shadowing sessions. Additional role-specific training may be required.
- On-going training – training will be provided as and when necessary.
- Support – volunteers will receive regular support through their volunteer manager who will be their main point of contact for information, queries, advice and feedback.

## **Expenses**

- Volunteers are entitled to claim the costs of travel from their home to Abbotsford (conditions apply).
- Volunteers are eligible for a 10% discount in Ochiltree's Restaurant, 10% discount on the cost of admission to events and 20% discount in the gift shop (conditions apply).