

Volunteer Role Description



Role Title
The Kingcombe Wildlife Centre Volunteer
Purpose of the role
<ul style="list-style-type: none"> To engage the public in what the centre and wider reserve has to offer Improve the centre and grounds experience for visitors Assist with keeping the centre tidy and presentable to the public Assisting with retail operations within the centre To assist with handling cash for retail sales and donations To provide a warm welcome and supporting information to our day visitors of all ages.
Type of work the role will be involved with
<ul style="list-style-type: none"> Engaging visitors in displays and information within the centre and the reserve Dealing with visitor enquiries regarding facilities at the centre and walks on the reserve. Helping to look after in-house photography, art exhibitions and events Assisting with retail operations within the centre Helping to keep the centre tidy and presentable to visitors Restocking and helping to organise shop displays, leaflets and interpretative material. Helping to monitor the self- service tea- room, assisting visitors, restocking and keeping the tea room tidy.
Skills and abilities you will be using in your role
<ul style="list-style-type: none"> Communication skills Numeracy skills and attention to detail Ability to work within a public environment
You will be based at:
<ul style="list-style-type: none"> The Kingcombe Centre, Toller Porcorum
Times/days we would like you to be available (Minimum time commitment)
<ul style="list-style-type: none"> 1 day per week or more if available, weekends and school holidays in particular if possible.
Benefits to you
<ul style="list-style-type: none"> Meet likeminded people and an opportunity to make new friends Increase knowledge of wildlife and the reserves ecology Support the work of Dorset Wildlife Trust & build a relationship with the charity Networking opportunities within the Wildlife Trusts Work in a small, friendly team Access to Wildlife Trust run training workshops and talks Support and training from the centre assistant and manager.
Your supervisor

- Kingcombe Centre Assistant and Manager