

Volunteer Role Description

Organisation Name	North Pennines AONB Partnership
Organisation Overview	<p>The North Pennines AONB Partnership is an alliance of statutory agencies, local authorities and voluntary or community organisations that care about, and for, the area.</p> <p>The AONB Partnership is the body responsible for co-ordinating efforts to conserve and enhance the North Pennines. The AONB Partnership staff unit is based in Stanhope.</p>
Role Title	Bowlees Volunteer
Location	Bowlees Visitor Centre and surrounding area
Responsible to	Mandy Oliver, Bowlees Visitor Services Officer
Purpose of role	To help with educational visits, events at the centre and to staff the information desk and gift shop.
Description of tasks	<ul style="list-style-type: none"> • Schools come to Bowlees and the surrounding area on educational visits. Volunteers are needed to help support the pupils on these visits. The visits usually involve guided walks and outdoor activities. • A series of family events are held at the visitor centre each year. Volunteers are needed to help staff these events and run craft activities for families. • Volunteers are also needed to help staff the information centre and gift shop, duties will involve cash handling, staffing the till and providing information to the general public.

Time commitment	School visits usually run between 9.30am and 3.00pm and volunteers are asked to stay for the whole session. Time commitment with regard to staffing events and staffing the information centre is much more flexible and can be arranged to suit the individual volunteer.
Skills and Qualifications	Volunteers will be enthusiastic, friendly and enjoy working with people of all ages. Experience of leading/assisting with art/craft/wildlife/biodiversity activities would be an advantage but isn't essential. Experience of working in a customer-facing environment would be an advantage but is not essential.
Training and Support	All volunteers will receive induction training. On-going training and support will be offered to all volunteers as the opportunity arises.
Reimbursement of Expenses	Out of pocket expenses will be reimbursed: Mileage costs @40p per mile or the cost incurred in using public transport.
Benefits of Volunteering	Join a friendly team, meet people, gain experience/new skills and learn more about the North Pennines AONB.
Application Procedure	Application form, informal interview, reference.
Contact Information	Mandy Oliver, Visitor Services Officer Tel: 01833 622145 or 01388 528801 Email: mandy@northpenninesaonb.org.uk