

VOLUNTEER ROLE DESCRIPTION

EVENTS CAR PARK MARSHAL

Please note this is an unpaid voluntary position

Aim of volunteering role:

Car Park Marshals provide the first point of contact for visitors at on site events, directing them deftly and efficiently into a designated parking space, simply by way of a smile and hand signal.

Tasks:

1. To sign in and out at reception each time you volunteer.
2. To check the volunteer notice board each time you come into volunteer, as there may be an important notice for volunteers.
3. To follow all instruction given on health & safety, including PPE and manual handling. A hi-viz vest will be provided.
4. Ensure the efficient and effective operation of the car park by directing vehicles into an allotted parking space.
5. To act in an appropriate manner as a representative of Gables.
6. To follow all instruction given on health & safety.
7. To attend pre-arranged meetings held at Gables to discuss any current or future issues and developments.

Time:

We have 5 onsite dog show events per year that we need car park marshals for as well as monthly coffee mornings.

Place of work:

Gables Farm Dogs & Cats Home.

Transport needed:

Due to the location of Gables, volunteers require their own transport as there are no public transport links to the Home.

Skills required:

1. This role will suit people who enjoy working outdoors in all kinds of weather and who are able to withstand the physical demands of the role (i.e. on their feet for long periods of time).
2. Interest in and commitment to the work of the Home.
3. A calm, friendly personality, flexibility and the ability to follow instruction.
4. Relatively good physical fitness.

Training and support:

- Volunteers will receive a name badge, which must be worn at all times.
- Volunteers will work with the volunteer co-ordinator who will provide guidance and support.
- Volunteers will also attend an Induction, task specific training at the start, occasional training, health and safety training.

Benefits offered:

1. You will receive a loyalty card that gives you 10% off all shop items and boarding.
2. Reference available after 3 months volunteering.
3. Your time will help Gables ensure our animals have healthy, happy lives and unwanted or abandoned dogs and cats find new homes.
4. Develop your knowledge and skills, and contribute to local animal welfare.
5. Additional flexibility and support will be built in wherever possible.

References:

Two personal references required.

Please Note: *There are limited placements available. Candidates will be selected for a trial day if their application is shortlisted. This gives you the opportunity to see how we work, what the position involves and establish that you would like to volunteer at Gables Farm. It also enables us to assess your suitability for the position further.*