**ROLE DESCRIPTION**

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| **Volunteer Role:** | Eco Volunteer |
| **Team:** | Estates Team |
| **Volunteer Team Leader:**[if there is one]  |  |
| **Member of Staff responsible:**if there is one] | Victoria Sutton |
| **Date of completion:** | December 2024 |

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| **1** | **Role Purpose** |
|  | Chichester Cathedral is a Gold Award winning Eco Church, committed to caring for God’s creation by reducing its carbon footprint, connecting people with nature and supporting biodiversity. Eco volunteers play an important role in the Cathedral’s sustainable journey by undertaking a variety of tasks to support events and activities which enable the Cathedral, as well as its communities, to tread more lightly on the earth such as our regular Clothing Swaps, Fairtrade Cafes, Nature Surveys and Green Gardening sessions.  |
| **2** | **Tasks and activities to be undertaken** |
|  | * Providing a friendly welcome for everyone who visits our events open to the public, like the Clothing Swaps
* Supporting the delivery of activities in practical tasks such as setting up and clearing up after the activities, collecting data for nature surveys around the Cathedral grounds, and serving tea and coffee at Fairtrade cafes.
* Green gardening sessions involve light gardening work with hand tools like deadheading; light weeding; planting nature friendly perennials and bulbs; and creating insect habitats.
* Completing an induction and probationary period
* Attending on-going training
* Attending planning meetings and preparing resources
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| **3** | **Contacts** |
|  | The Estates Coordinator as a main point of contact for Eco activitiesThe Clerk of Works and Cathedral maintenance team at grounds activities The Head Verger and his team at events in the CathedralThe Volunteer and HR Co-ordinator for general volunteering advice; |
| **4** | **Special Requirements** |
|  | A desire to understand and engage with the Cathedral’s Christian mission and be comfortable in supporting its role as a living church and as an Eco Church. Requirement to undertake mandatory training including safeguarding training and refresher training in compliance with Chichester Cathedral’s Safeguarding Policy and Guidelines  |
| **6** | **Skills** |
|  | Previous experience is desirable but not essential as appropriate training will be provided. But we do need Eco Volunteers who have: * a positive and engaging manner;
* are friendly and helpful;
* are willing to be a supportive team player;
* are enthusiastic about learning new things and are well organised;
* the aptitude and willingness to undertake a variety of different tasks;
* have excellent time management;
* have good communication skills;
* are flexible and adapt to changing circumstances in an appropriate way;
* an interest in learning about the environment and sustainability.
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