

## Volunteer Role Description

<b>Role Title</b>	Volunteer Gardener
<b>Purpose of the role</b>	To help support the development and maintenance of garden spaces for the benefit of patients, staff, and visitors.
<b>Where</b>	<a href="#">Astley Ainslie Hospital</a>
<b>When</b>	Weekdays (no evening or weekend volunteering available)
<b>Tasks to be undertaken</b>	<ul style="list-style-type: none"> <li>• Preparing the garden areas for the delivery of a rejuvenation project led by the NHS Lothian Charity</li> <li>• Weeding, trimming, pruning, and clearing out of dead plants</li> <li>• Preparing soil for plantings</li> <li>• Supporting the ongoing maintenance of garden spaces</li> <li>• Maintenance of garden equipment and storage areas</li> <li>• Attending meetings with the Garden Designer and Arts &amp; Greenspace Manager</li> <li>• Taking part in group gardening activities as arranged</li> <li>• <b>Optional:</b> Offering patients the opportunity to sit in the garden spaces or go for walks</li> </ul>
<b>Tasks <u>not</u> to be undertaken</b>	<ul style="list-style-type: none"> <li>• Using any gardening equipment without basic training</li> <li>• Providing any medical care to patients</li> <li>• Providing any personal care to patients</li> <li>• Manual Handling of patients</li> </ul>
<b>Skills, Attitudes and Experience needed</b>	<ul style="list-style-type: none"> <li>• An enjoyment of gardening</li> <li>• Basic garden care experience</li> <li>• Enthusiastic about the positive health benefits patients and staff will receive from having attractive, peaceful, garden spaces to spend time in</li> <li>• Friendly, confident, with a can-do attitude</li> <li>• Reliable, punctual, and committed</li> <li>• Willing to learn, work as a team, and take guidance</li> <li>• Empathetic and understanding of patient/staff needs</li> <li>• Ability to adhere to confidentiality</li> <li>• Ability to adhere to all health and safety and fire regulations and co-operate with the NHS in maintaining good standards of health and safety</li> </ul>
<b>Support/Supervision</b>	Voluntary Services Manager (VSM), Arts & Greenspace Manger, and Garden Designer.
<b>Mandatory training</b>	<ul style="list-style-type: none"> <li>• Induction training provided by NHS Lothian Voluntary Services</li> </ul>
<b>Additional training</b>	<ul style="list-style-type: none"> <li>• Garden-specific training provided by NHS Lothian Charity</li> </ul>
<b>Expenses</b>	Agreed out of pocket expenses which are incurred when carrying out this volunteer role will be reimbursed in line with the NHS Lothian volunteer expenses policy and signed off by the VSM.
<b>How to apply / what happens next</b>	Application Form. Occupational Health Check, Disclosure Check.
<b>Created, by whom</b>	Ross Lamb <span style="float: right;">September 2023</span>