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| **Role Title** | Independent Garden Volunteer  |
| **Purpose of the role** | Provide support to look after a specified NHS Lothian garden or greenspace to so the they contribute to patient and staff wellbeing and deliver our biodiversity goals .  |
| **Where** | Lothian Wide |
| **When** | Volunteering opportunities will typically be from Monday to Friday within the hours of 9am to 5pm. Exact time slots will be agreed with the site and based on volunteer availability. |
| **Tasks to be undertaken**  | * Weeding, watering, dead heading of plants
* Help with the upkeep of garden paths, borders, and other garden features.
* Keeping pathways clear and free of debris cutting back vegetation and clearing litter
* The collection and disposal of garden waste
* Seasonal tasks such as pruning, leaf raking and preparing for winter
* Looking after the hand tools and keeping them in a good condition
* Keeping staff informed if there are any issues (e.g., any problems or concerns with the areas you are working; sharps or hazardous waste found in these areas)
* Comply with all hospital policies and procedures, including infection control guidelines and safety regulations.
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| **Tasks not to be undertaken** | * No use of powered landscaping tools or heavy machinery is permitted (e.g., lawn mower, hedge trimmer, chainsaw, power barrow)
* No use of herbicides or pesticides will be permitted
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| **Skills, Attitudes and Experience needed** | * Ability to work independently within set boundaries
* Have some experience of gardening or horticulture and use of hand tools or a willingness to learn
* Be willing to work outdoors and have a reasonable level of fitness to carry out these tasks
* A commitment to delivering high standards
* Adhere to all health and safety and fire regulations and to co-operate with the NHS in maintaining good standards of health and safety.
* Commitment to demonstrating NHS Lothian Values and behaviours.
* Be reliable, punctual and understand of the pressure other people face
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| **Level of Disclosure Scotland Check Required** | As part of any volunteering role applicants will be subject to one of the following checks after the interview stage of the recruitment process: * For roles in regulated activity – Protection of Vulnerable Groups Scheme membership.
* For all other roles which are subject to a criminal conviction record check – A Police Act check.
* For roles not subject to a criminal conviction record check – A self-declaration.
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| **Training** | Training will be given in all aspects of the role. |
| **Support /Supervision**  | Ongoing training and support will be provided to you by the Voluntary Services Team and NHS Lothian Charity’s Green Health Team. |
| **Expenses** | Out of pocket travel expenses will be reimbursed in line with [NHS Lothian’s Volunteer Expenses Procedure](https://policyonline.nhslothian.scot/wp-content/uploads/2023/03/Volunteer%20expenses%20procedure.pdf) |
| **How to apply / what happens next** | Complete our application form which will be emailed to you.Volunteers will be invited to attend a semi-formal interview, followed by mandatory training and a local induction for their chosen role.  |
| **Role created date** | June 2022Reviewed June 2024Reviewed Jan 2025 (Ian Mackenzie)  |