# Garden Host Volunteer

Department Name:	Shakespeare Houses - Operations
Volunteer Supervisor:	Visitor Welcome Managers and Duty Managers

## Why join us?

The Shakespeare Birthplace Trust is an independent charity that cares for the world's greatest Shakespeare heritage sites in Stratford-upon-Avon, and promotes the enjoyment and understanding of his works, life and times all over the world. Celebrating Shakespeare is at the heart of everything we do. Our volunteer team help us achieve these goals, so join us and help create a wonderful experience for our global audiences.

#### What will you be up to?

- To be within Anne Hathaway's Cottage, Shakespeare's Birthplace or Shakespeare's New Place garden talking and engaging with our visitors about the garden, house and site
- Be comfortable to be outdoors throughout the year
- Give impromptu talks to visitors when they are exploring the gardens
- Assist visitors with FAQ's
- Report any damage or areas of concern to Duty manager or Garden team
- Help to promote the other sites
- Familiarise and follow the SBT Health and Safety Policy in order all the team and visitors are safe and have the best experience possible.

#### Do you have the skills we are looking for?

- Good people skills
- Able to talk confidently to both individuals & groups
- Reliable
- Passion to learn and enthusiasm for our vision
- Flexible in the day to day approach to tours
- Good plant and gardening knowledge or willingness to learn
- Shakespeare and Tudor knowledge or willingness to learn
- Possible previous experience in talks and tours
- Any foreign language skills would be a bonus

#### How often would we like you to volunteer?

A regular commitment of 4 hours or above would be ideal.

Either 10am-2pm or 1pm-5pm

# Length of the volunteering role?

April - November

### Good to know

- To wear own smart clothing in branded colours (red, black, white or grey)
- To be friendly and welcoming to our visitors
- Maintain highest standards of presentation and delivery and to wear volunteer badge provided
- Smoking is not allowed on site
- Food is allowed in our welfare areas on site
- Training will be provided on the following:
  - SBT induction
    - $\circ$  Site specific information
    - $\circ$  Health and safety
    - o Customer service

# Benefits of joining us

- Become a part of the fun and committed team of people
- Improve your skills and knowledge
- Enjoy the outdoors and learn something new
- Meet new people from all over the world
- On completion of 20 hours volunteering for the Trust, all volunteers receive a volunteer card giving free entry to SBT properties and a range of discounts
- Annual service award each February for volunteers who have achieved 200 hours or more of volunteering in the previous year
- Volunteer celebration days and coffee morning chats will be programmed throughout the year
- We can provide references
- We can provide reimbursement of travel expenses
- You can be involved in our Volunteer Forum: Volunteer Champions



Have any questions... volunteering@shakespeare.org.uk 01789 204016



Shakespeare Birthplace Trust Registered Charity No. 209302