

## **Bristol Dogs and Cats Home and RSPCA Bristol Branch**

### **Volunteer Gardener Role Description**

**Volunteer Role:** Gardener, part time, permanent.

**Location:** Bristol Dogs and Cats Home/ RSPCA Bristol Branch

**Report to/**

**Supported by:** General Manager/maintenance

**Objectives:** To ensure all planted areas look presentable and are maintained to make the site look welcoming and cared for. Our planted areas are very important to us to ensure that the public perception of our site is shown in the best possible way and that the animals have a tidy and cared for site in which to live.

#### **Role Description:**

##### **Gardening/ Maintenance**

Weed all planted areas on a regular basis to ensure the plants can thrive.

General tidying around the site and weeding of internal and external pathways/ car parks and other areas.

Water and care for plants as required (our plants were specifically picked to ensure they release calming odours for the animals).

Assist the maintenance person with site jobs on an ad hoc basis.

Arrange the placement and planting of new areas/ pots/ hanging baskets as the need arises.

##### **General**

Report any concerns to Reception or the General Manager as soon as possible.

Ensure PPE is worn at all times when on site.

Ensure waste is disposed of correctly and efficiently.

Respect all 'kennel signs' and warning signs across site.

Promote good working relationships across the whole organisation.

Remain calm and be courteous and considerate at all times towards members of staff, the public, other volunteers and supporters.

Attend training sessions and courses where needed.

Report faults with any equipment as soon as they are noticed.

Not to enter any restricted areas or initiate contact with any animal without staff permission.

*The duties listed are not exhaustive. Other reasonable duties could be required from time to time, under the direction of your line manager.*

**What we are looking for:**

**Essential**

Previous gardening experience and knowledge of plants and plant care.

Great people skills.

Dedicated to animal welfare.

An organised approach to tasks and ability to check your own work.

Enthusiastic, cheerful and hardworking.

Comfortable around animals housed in the kennel environment.

Good verbal communication skills.

Being comfortable volunteering within the structure of a public facing role.

Comply fully with all Health and Safety and Safe Working Practise requirements.

It is a requirement that all Bristol Dogs and Cats Home employees and volunteers have an empathy with the aims and objectives of the National RSPCA, as outlined in the Policies on Animal Welfare booklet.

**History:**

The Bristol Dogs and Cats Home was founded in 1887 and now forms part of the RSPCA Bristol Branch along with the RSPCA Bristol Clinic. The role of the Home is to provide care for unwanted domestic animals until new homes can be found. We provide care for thousands of animals every year and ensure that their welfare and general needs are met on a daily basis.

The Branch employs upwards of 60 people with 25 of those working directly within the Bristol Dogs and Cats Home. Our Home is staffed 7 days per week and accepts stray animals 24 hours a day.

We face daily challenges with the number of animals we need to care for along with different species and breed specific issues. Being an inner city Home provides its own challenges and due to our convenient location to the City and the fact we hold the Stray Dog Contract for Bristol City Council we do not know what animal/ species/ breed will enter our doors next!

Our staff work as a strong team to ensure that each individual animal is assessed and cared for in the best way possible whilst in a kennel environment and we see their entry to here as a new beginning. The time is taken to ensure we meet the needs of each individual animal.

It is imperative for the animals' welfare that our team work together, understand what issues animals face in a kennel environment and keep that environment as safe and well maintained as is possible.

**Additional information:**

<b>Salary Range</b>	Voluntary position
<b>Hours of Work</b>	Minimum two mornings per week.
<b>Other</b>	PPE and Uniform supplied, training provided.