

Volunteer Role Description

Role title
Christmas Tree Sales Organiser
Based at location
Home / Woolley Firs
Purpose of the role
<p>To help organise the annual Christmas tree cutting and sales.</p> <p>In recent years, trees have been cut at Barossa Reserve, which is military land managed by Surrey Wildlife Trust (SWT), and sold at Crowthorne, Caversham and the NDC at Thatcham.</p> <p>Currently the organisation is done by two volunteers, and the new volunteer would assist them initially with a view to taking over in the longer term.</p>
Type of work in which you will be involved
<ul style="list-style-type: none"> • Checking with Bracknell Forest Council that they are happy for us to use the Wildmoor car park at Crowthorne for selling trees on the proposed date • Visiting Barossa in the summer to find trees of sufficient quantity (around 250) and quality (ideally 1-2.5m high, symmetrical, bushy) • Liaising with SWT to ensure we can cut the trees, and that their contractors will not be clearing them before we need them, suggesting a date for cutting so that they can check with the MOD and book us in • Liaising with Woolley Firs, CROW and NDC and BBOWT volunteers about cutting, transport and sales • Ensuring effective publicity and advertising for the event, through volunteers and the BBOWT calendar • Visiting the site again in November to check the trees are still there, the Wildmoor sales site is clear, and to put up advertising banners in the Wildmoor car park • Producing risk assessments for cutting and sales • Procuring holly, mistletoe and other Christmas goods for sale • Leading the cutting operation • Assisting with Wildmoor Sales

Skills required
Basic communication and organisational skills.
Suitable for Under 18s
18+ independently 14-17 with supervision of an 18+ volunteer
Times/days we would like you to be available
Cutting trees is done on a Friday, with sales the next day. Other site visits can be done at any time. Organisation can be done mostly by email and phone.
Benefits to volunteer & possible training opportunities
<ul style="list-style-type: none"> • Raising significant funds for BBOWT • Improving organisational and communication skills • The opportunity to promote Berks, Bucks and Oxon Wildlife Trust • Join a great team of volunteers and staff and have the opportunity to learn about the site and its wildlife. • BBOWT arranges annual thank-you events with opportunities to meet other volunteers and staff and hear about the activities and strategies of the Trust • Receive an email newsletter for volunteers called Grapevine
You will be responsible to
Woolley Firs Christmas tree sales volunteers
Expenses payable
No
Contact
For further information contact Martin: martin@martin-newman.com or David: drylands54@gmail.com