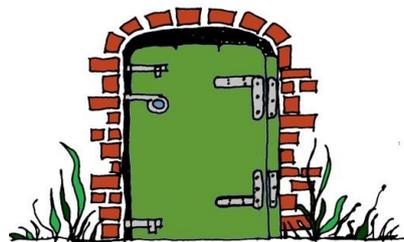


HELMSLEY WALLED GARDEN

Cleveland Way
Helmsley
YO62 5AH
Tel 01439 771427

info@helmsleywalledgarden.org.uk
www.helmsleywalledgarden.org.uk



Admission and Sales Volunteer Opportunity

Why support Helmsley Walled Garden?

The charity maintains a five acre walled garden and plant centre. The surplus income we generate from these activities is used to maintain the historic garden and employ horticultural therapists who support individuals with learning disability and mental health issues.

Why do we need you?

As an admission and sales assistant you would be our front of house greeter to the gardens, along with dealing with associated plant sales. Your help will ensure the best possible customer service. You will be working with a team of like-minded individuals all contributing to our success.

What skills do you need?

We are looking for passionate volunteers who are enthusiastic about our work. You will have good communication and interpersonal skills and the ability to get along with people and work as part of a team. Basic numeracy skills will also be of benefit.

What will you I be doing?

- Welcoming visitors to the garden
- Providing them with our visitor leaflet
- Operating our till and dealing with cash and credit card payments
- Advising and helping people as they shop
- Advising them of what plants are of interest in the garden
- Calling on our gardeners to help visitors select plants
- Putting out stock

What support will we give you?

We will provide all the training you need to feel confident in the role. The manager will be available to give advice and assist you, as well as other experienced volunteers in the team.



INVESTORS
IN PEOPLE



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What benefits do you get?

- The satisfaction of knowing you are helping us make a difference to the lives of others
- You will learn new communication skills and gain experience of retailing
- The enjoyment of meeting new people and being part of a team
- 20% volunteer discount on all sales and free admission to the garden

What do we expect of you?

- To present a positive image of our charity to our visitors
- To be honest
- To follow instruction
- To report any breakages, equipment failure or required remedial work to a staff member
- To protect yourself, your co-workers and our visitors by adhering to our health and safety policy
- To enjoy being part of our community of gardeners, treating everyone with respect and dignity.

How do you apply?

You can apply by downloading the form from our web site or by collecting one from the garden shop. When you've filled in the form just leave it at the shop or post to us at the address above.

February 2015

