



WADDESDON

Thank you for your interest in volunteering at Waddesdon Manor.

Our varied and rewarding volunteering opportunities play an integral part in enhancing and ensuring a positive visitor experience for everyone.

Please find following a profile for the role of

Christmas Retail Volunteer

Reporting to:	Nicola Mertens, Shop Manager
Department:	Retail
Based at:	Manor House
Purpose of this role within Waddesdon Manor:	Our Manor Shop is of course very busy during our Christmas season. Our Christmas Retail volunteers offer a vital service for all our visitors, helping people find just the thing they're looking for from the variety of wonderful Christmas goods we sell in our shop, as well as ensuring the shop is kept well stocked and immaculate.
Key elements of this role you could expect to undertake or be asked to do:	<ul style="list-style-type: none">▪ Assisting in the Manor Shop stock room, pricing up stock and general tidying.▪ Housekeeping and shelf filling in the shops▪ Being an obvious presence for visitors on the shop floor▪ General customer interaction
You will be working with:	The Retail team
Who would be good at this role?	
<i>We ask that all our volunteers have an interest and enthusiasm for Waddesdon Manor and the work of the National Trust. Particular person attributes needed for this role are: Essential (E) and Desirable (D)</i>	
Presentation and Impact	E Well presented with approachable demeanour. A good ambassador for Waddesdon Manor.
Education, Qualification, Special Skills	E Good interpersonal and numeracy skills.
Work Experience	D Previous experience working with the public.
Motivation and Aptitude	E Reliable with good time keeping, excellent face to face communication skills and must enjoy dealing with the general public.
Disposition and Personality	E Positive and confident. Ability to relate well to all types of people and enjoys working as part of a team.
Training and Induction given:	Training in all aspects of the role will be provided.
Anticipated Time Contribution:	A day per week is desirable, a day is 1-5pm until 2 nd Jan 2019
Lunch breaks and comfort breaks:	A 1/2 lunch break is given during the day.
Safety equipment supplied (if appropriate):	n/a
Benefits of volunteering for the National Trust At Waddesdon	
<i>After you have amounted 50 volunteer hours you will be awarded a National Trust Volunteers card offering you the following discounts:</i>	
<ul style="list-style-type: none">▪ Free entry into National Trust properties (or free entry for another person if the card holder is already a NT member)▪ 20% discount to volunteer card holders on National Trust Membership▪ 20% off in Waddesdon's Retail Shops▪ 10% off in Waddesdon's Wine Shop▪ 20% off most Waddesdon ticketed events (some exclusions may apply)▪ *Up to 35% off National Trust Holiday Cottages▪ *Up to 30% off at National Trust Historic House Hotels	

Waddesdon Manor, Near Aylesbury, Buckinghamshire, HP18 OJH

- 20% off at National Trust's online shop
 - Free membership of Waddesdon's Staff Choir
- *all discounts are subject to availability*

Expenses: Reimbursement of travel costs between home and Waddesdon Manor in the form of a mileage claim (33p per mile).

In addition: Our Volunteer Community are very important to us and we like to get them all together when we can. We host occasional events including a summer BBQ, an annual day trip, coffee mornings we and are always open to ideas and suggestions on keeping the community thriving and involved.

The list of duties is not exhaustive and Waddesdon reserves the right to amend this list within reason according to the needs of Waddesdon Manor. For all our volunteer positions we have a formal selection process. All these arrangements are binding in honour only and are not intended to be legally binding