



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

## GARDEN GUIDE

<b>Reporting to:</b>	Francesca Page-Smith, Visitor Engagement Manager
<b>Department:</b>	Gardens
<b>Based at:</b>	Visitor Services Department. There is a meeting point outside where you will meet visitors to take them on a guided walk.
<b>Purpose of this role within Waddesdon Manor:</b>	Our Garden Guides share the history of Waddesdon's world class gardens visitors, from its use by the family as well as some general flora, fauna and sculpture information. An interest in gardens would be useful as the walks change seasonally to incorporate the changes in the garden, but also an interest in the general history of Waddesdon and the Rothschild Family. You may be the first point of contact for a visitor to understand the broader history of Waddesdon, its family and estate.
<b>Key elements of this role you could expect to undertake or be asked to do:</b>	<ul style="list-style-type: none"> <li>• Our Garden Guides are a hardy bunch and walks are given in all weathers, we would not expect you to be put off by rain!</li> <li>• You could be guiding anywhere from 2 people to 30 around the gardens, for 45 minutes.</li> <li>• You may well be asked questions during the tour about the history of the house and gardens.</li> <li>• We would hope that you would encourage people to go on your walk – not all visitors are aware that we offer these walks complimentary as part of their garden entry fee.</li> </ul>
<b>You will be working with:</b>	Francesca Page-Smith – Visitor Engagement Manager Richard Ernst, Assistant Head Gardener will meet with the group regularly in the year for garden updates
<b>Who would be good at this role?</b>	
<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:</i>	
<i>A keen interest in history and imparting history to people. Happy to be outside in all weathers. Flexible attitude, you may turn up for your walk and there are no visitors there who wish to attend (although this infrequently happens). Waddesdon is set on a hill so being fairly fit is key to walking around the grounds. Comfortable talking to groups from 2 people to 30. Enthusiastic about imparting knowledge and people skills.</i>	
<i>Essential (E) and Desirable (D)</i>	
<i>Presentation and Impact</i>	<i>E Well presented, approachable, able to project voice and speak clearly and informatively when speaking to groups.</i>
<i>Education, Qualification, Special Skills</i>	<i>D The ability to memorise some basic information. No specific qualification or education needed regarding flora and fauna but an interest.</i>
<i>Work Experience</i>	<i>D Previous experience of working with the public would be useful.</i>
<i>Motivation and Aptitude</i>	<i>E Reliable with very good time keeping.</i>
<i>Disposition and Personality</i>	<i>E Positive, ability to relate well to all types of people, enjoy working as part of a team, confident and capable of managing groups of people.</i>
<b>Training and Induction given:</b>	When you start you will be given a Welcome Pack and Induction Script that will give you some history of the house and gardens. Training will be provided.

<b>Anticipated Time Contribution:</b>	Our Garden Guides normally commit to 2 or 3 walks per month. This equates to 1 day per month (2 walks on 1 day) or two half days, plus a ½ day on a Saturday or Sunday. A guided walk lasts around 45min. You would be available to chat with visitors before and after walks.
<b>Lunch breaks and comfort breaks:</b>	The walks are at 11.30am and 2.30pm You will be free during the two walks to take a lunch break.
<b>Safety equipment supplied (if appropriate):</b>	None needed, but please do ensure you have your own waterproof clothing and appropriate footwear for being outside.
<b>Benefits of volunteering for the National Trust At Waddesdon</b>	
After you have amounted 50 volunteer hours you will be awarded a National Trust Volunteers card offering you the following discounts:	
<ul style="list-style-type: none"> <li>▪ Free entry into National Trust properties (or free entry for another person if the card holder is already a NT member)</li> <li>▪ 20% discount to volunteer card holders on National Trust Membership</li> <li>▪ 20% off in Waddesdon's Retail Shops</li> <li>▪ 10% off in Waddesdon's Wine Shop</li> <li>▪ 20% off most Waddesdon ticketed events (some exclusions may apply)</li> <li>▪ *Up to 35% off National Trust Holiday Cottages</li> <li>▪ 20% off at National Trust's online shop</li> </ul>	
*all discounts are subject to availability	
<b>Expenses:</b>	Reimbursement of travel costs between home and Waddesdon Manor in the form of a mileage claim (33p per mile up to a round trip of 60 miles).
<b>In addition:</b>	Our Volunteer Community are very important to us and we like to get them all together when we can. We host a variety of social events 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