



**DORSET
POLICE**

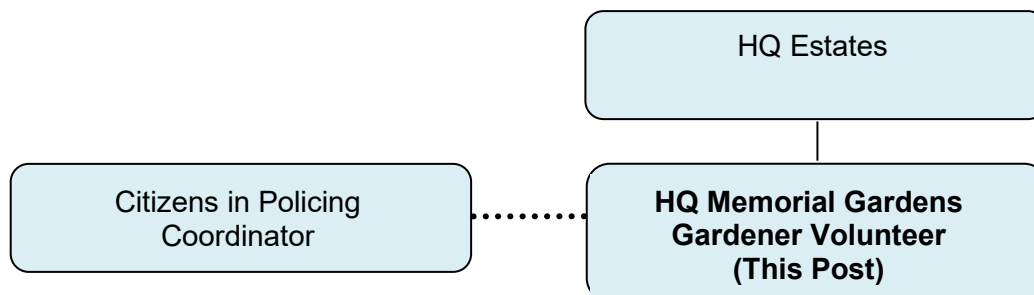
VOLUNTEER SUPPORT SCHEME ROLE DESCRIPTION

Role Title:	HQ Memorial Garden Gardener Volunteer
Post Number:	DP6304
Division/Department/Section:	HQ Estates
Line Manager:	Citizens in Policing Coordinator/ HQ Estates

1. PURPOSE

To maintain the memorial garden at Dorset Police Force Headquarters.

2. POSITION IN THE ORGANISATION



(b) Staff who work directly for this post

None

3. MAIN RESPONSIBILITIES

INPUT	OUTPUT
Weeding & leaf collection.	Help plants thrive by reducing competition for water, nutrients and sunlight and improve aesthetics.
Removal of garden waste to central on-site location.	Garden waste disposed of correctly and does not create a hazard.
Removal & replacement of dead plants.	To reduce pest problems and prevent the spread of disease.

Watering during extremely dry weather.	To keep plants hydrated. Watering the plants early in the morning so evaporation is minimal.
Raking of gravel to remove self-seeded grass and weeds.	To keep gardens tidy and healthy.
Cutting back ornamental grass twice annually.	To keep gardens tidy and healthy.
Annual topping up of mulch / bark to prevent weed growth.	To suppress weed growth, conserve water, improve soil health and enhance the appearance of the gardens.

4. MAIN CONTACTS	
1.	HQ Estates
2.	Citizens in Policing Coordinator
5. SPECIAL CONDITIONS	
None	
6. KNOWLEDGE & SKILLS	
ESSENTIAL: Basic gardening knowledge. To be able to identify the difference between plants and weeds. Attention to detail. Integrity, reliability and self-discipline.	DESIRABLE: Horticultural experience. Driving licence.
7. TRAINING REQUIREMENTS	
Mandated training is required for this role e.g. manual handling etc.	
8. ADDITIONAL INFORMATION	
There is an expectation in line with the Volunteer policy that 4 hours volunteering is undertaken each month.	
9. TERMS OF APPOINTMENT	
In accordance with the current Dorset Police Volunteers Policy	