

Volunteer Role Profile

Role Title:	Flower Arranger
Responsible to:	Hospitality Supervisor
Role Purpose	To provide flower arrangements which contribute to the beauty and peaceful atmosphere of the house and hospital.
Hours	Half day a week
Key Tasks	<ul style="list-style-type: none"> • To collect previous flower arrangements, dispose of dead flowers and clean the vases • To pick flowers and greenery from the garden in liaison with the Head Gardener and in winter months purchase flowers within an agreed budget • To refresh and replace ad necessary arrangements for specified places • To leave the flower room clean and tidy • To attend occasional team meetings
<p>We ask you</p> <ul style="list-style-type: none"> • To give reasonable notice when possible if you are not able to come in. • To read the Volunteer guidelines (currently being updated) and follow all procedures given within it • To work within the required Health and Safety Guidelines • To attend relevant training • To advise your manager of any difficulties concerning your volunteering 	
<p>It is essential that all volunteers are in sympathy with and are able to reflect the aims of the Trust as detailed on the Application Form.</p>	
<p>This role description is not intended to create any contractual relationship and the arrangements may be ended at any time at the discretion of either party. Neither of us intend any employment relationship to be created either now or at any time in the future.</p>	