

**Volunteer Role:** Young People’s Forum Member

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| **Support Person** | Rebecca Neal and Rachel Price  Communities and Wildlife Officer |
| **Role Purpose** | To work as part of a small team of around 10 to 15 other young people to support the Trust to work better for young people. |
| **Specific Tasks** | Exactly what the Young People’s Forum does will be directed by the young people on the Forum, with guidance from Trust staff, but volunteers may be involved in:   * Advising the Trust in meetings or via email on how to meet the needs of young people interested in conservation and environmental issues * Representing the Trust to other young people by, for example, promoting events, giving presentations or through social media * Talking with young people and then feeding back in meetings with Trust staff * Organising events for young people * Creating content for social media and the Trust’s website * Fundraising |
| **Skills and Qualities Needed** | Volunteers will come from a wide range of backgrounds and will have many different qualities and skills. Essential skills and qualities for this role are:   * Aged between 11 and 24 * Passionate about conservation * Living, working, or studying in Bedfordshire, Cambridgeshire or Northamptonshire * A member of the Trust (or willing to become a member) * Confident representing the views of other people to staff, trustees and other young people   Diversity and inclusion are extremely important to us and we are committed to creating an environment where young people from all backgrounds feel welcome, listened to, and valued. We encourage applications from young people currently underrepresented in the environmental movement, including young people from Black, Asian and Minority Ethnic (BAME) backgrounds, young people with disabilities, young people from working class backgrounds and LGBT+ young people. |
| **Commitment** | Volunteers will need to:   * Be able to attend the main meetings which happen four times a year (these are likely to be at a weekend and mostly likely face-to-face) * Be able to attend as many evening online meetings as possible (these may happen 8 or more times a year) * Help Trust campaigns by, for example, sharing on social media, talking to others, making campaign materials, or giving talks in your community * Create content for our website such as articles, blogs or videos on projects or issues the Trust is focusing on * Attend training and events to help fulfil the role in the Forum * Spend some time outside of the meetings helping to organise events or campaigns, or read relevant emails or communications * Be able to talk to other young people to share information and listen to ideas and concerns * Be a member of the Forum for at least one year |
| **Support and Training** | The Trust will:   * Ensure that Forum meetings are engaging, with opportunities to learn * Provide a variety of free training opportunities that will help fulfil the role of Forum member * Have a member of staff to support volunteers * Offer social events (some online) for Forum members * Provide refreshments at events |
| **Expectations of WTBCN Volunteers** | The Trust expects volunteers to:   * Be passionate about wildlife, and share the values of the Wildlife Trust * Be willing to follow the Trust’s policies and procedures * Keep to any confidentiality asked * Stick to the agreed ground rules at meetings * Respond promptly to communications * Be willing to undergo a DBS (police) check if over 18 * Attend all meetings where possible, and let us know if they can’t come * Treat other people’s views with respect * Be prepared to speak their mind and to ask if they don’t understand * Take an active part in decision-making * Be keen to learn new things * Carry out any tasks they volunteer for * Read any relevant paperwork before each meeting * Be able to work well online and in person * Attend training as required |
| **Location of volunteering** | * Formal meetings will be held in person 4 times a year at one of our centres or offices (the location may vary to be decided by the Forum) * Other meetings will be held online * There may also be events held at our reserves across the three counties |

Task Description Updated: *28/10/21*