

The CommunityCheck project was established to increase awareness within our community of environmental and local issues.

We achieve this through the promotion of sustainable development to businesses and community organisations by undertaking environmental and local checks, and providing resource efficiency advice, recommendations and support.

As a Checker you will help to encourage people to adopt practical methods that will benefit our environment and therefore our communities. Also, you will gain many benefits yourself!

Aim

This post offers the opportunity to take part in the innovative CommunityCheck project. Through volunteering with the project you will put sustainable development into practice at the grass roots level, while providing yourself with learning and experiences.

Why join our team?

- You will have the opportunity to learn new skills, gain valuable work experience and meet new people
- You will be invited to take part in team meetings and occasional team events
- We will value your time and aim to make the best possible use of your skills
- Your support will really make a difference to local organisations and people wanting to know more about their environmental impacts.
- ***You will be reimbursed for travel expenses, materials used and phone calls {you may decide against this option for your project}***

What do you gain?

The project provides you with:

- Training on environmental and local issues
- A letter of reference and certificates
- Transferable skills e.g. communication, team working, problem solving, report writing
- Work experiences
- Chance to work with a variety of people and organisations
- The chance to enhance your local community
- Experiences of new challenges and meeting new people.

What skills, experience and personal qualities will you need?

We are looking for a friendly, observant person who would enjoy working with the public and being a member of an up and coming environmental advice project. No previous environmental experience is required as full training and support are given.

How much time will it take?

Our volunteers are expected to commit at least 20 hours of their time to the CommunityCheck Project (travel time is included); this is required due to the time invested in the half-day training workshop.

A CommunityCheck takes roughly 2 hours, in addition to this you will be required to either assist with report writing or marketing the project. You will also be invited to attend occasional team events (socials, visits, workshops or meetings) and phone groups.

Responsibilities

There are some specific tasks involved in the Checker role. Although these tasks are basic requirements we are always keen to be flexible according to your skills and needs.

- Work with the guidance of the co-ordinator
- Attend the training workshop and spend time reading the associated material
- Arrive at the agreed time for CommunityChecks and to remain for agreed hours
- Assist in asking questions from the Checklist during CommunityChecks
- Develop your knowledge of environmental issues
- Read and reply to messages (email, letters, phone messages)
- Attend team events whenever possible
- Assist with writing reports
- Assist with marketing the scheme, including writing news items and recruiting organisations
- Develop your range of duties when ready to be agreed by the co-ordinator
- Be an ambassador for CommunityCheck!

When you register with CommunityChecks we take into account your motives for volunteering to ensure that you gain what you want from your volunteering experience.

Your project co-ordinator is the person with whom you can discuss any questions or problems. You will be given a chance to do this on a regular basis. If there is any aspect of the organisation that you do not wish to be involved in, you will not be obliged to do so.

You will also be given the opportunity to develop your skills and interests within the organisation in a manner that suits you.

For more information or if you have any further queries please contact the CommunityCheck Co-ordinator.

We look forward to working with you!