



VOLUNTEER ROLE DESCRIPTION

Drive and Smile Volunteer

LOCATION:	Brooke House and across Suffolk
TEAM:	Fundraising and Partnerships
VOLUNTEER MANAGER:	Fundraising Manager
DBS REQUIRED:	Basic DBS Check

ROLE PURPOSE

Suffolk Wildlife Trust is an inspiring and impactful organisation with a compelling vision for our county “[A Wilder Suffolk where nature is thriving and abundant because everyone is doing more to help](#)”.

In the decade to 2030, we are committed to scaling up our activities across the county, to bring nature back to Suffolk. Our aim is for 30% of our county to be connected and well looked after for nature by 2030, so that our species and habitats can recover and thrive – and for 1 in 4 people to be actively helping to achieve this.

The Drive and Smile Volunteer will support the Fundraising and Partnership team with a range of varied tasks including:

- Driving to locations around Suffolk (Lowestoft, Woodbridge, Ipswich and Bury St Edmunds) to deliver and collect collection pots and buckets.
- Be comfortable talking about Suffolk Wildlife Trust’s overarching mission.
- Be ready to say a heartfelt thank you on our behalf.
- Take notes/messages to pass to the Partnerships team.
- Wear an identifying volunteer badge.
- We’d love for you to attend our twice-yearly Wildlife Champions catch up.
- Keep an eye on what’s going on in the community and let us know of new opportunities.

You will need to have a full UK driving licence and use an insured vehicle. Out of pocket expenses will be paid and mileage at the HRMC rate of £0.45p per mile. A Basic level DBS check will be required (paid for by the Trust).

OUR CULTURE

[Our organisational culture matters to us and enables us to achieve more for wildlife.](#)

All Suffolk Wildlife Trust volunteers receive health and safety and safeguarding training, and any other training relevant to the role, to ensure our volunteers are volunteering in a safe environment and understand the relevant compliance needs.

We are driven by our shared values and passion for nature and support each other – staff and volunteers - to be the best we can to deliver for nature. We constantly strive to communicate and collaborate brilliantly, representing Suffolk Wildlife Trust in a friendly, professional and well-informed manner.

WILD ABOUT INCLUSION

Suffolk Wildlife Trust is committed to an inclusive and diverse workplace where everyone is welcome. As a conservation charity, we recognise the importance of diversity in both nature and our workforce of staff and volunteers. We strive to ensure that everyone feels valued and empowered to contribute to our vision of “A Wilder Suffolk where nature is thriving and abundant because everyone is doing more to help”.