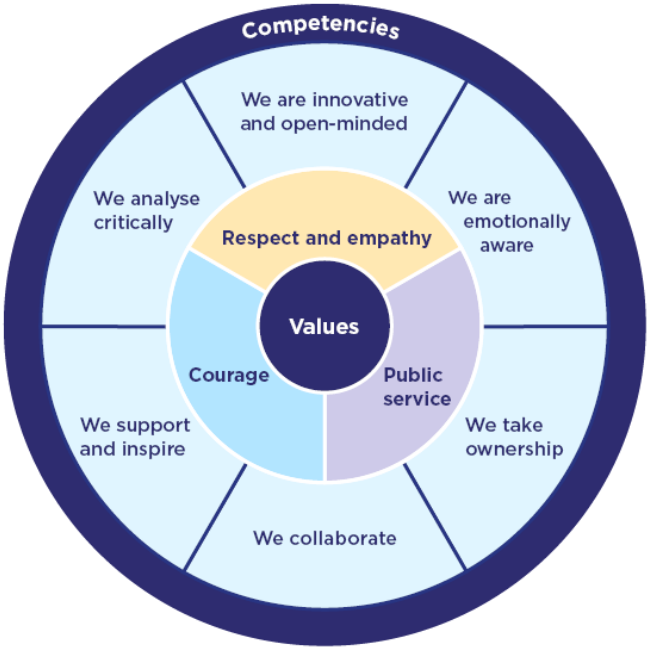
Role Profile

Role Profile Part 1			
Role title	Volunteer Memorial Gardens Assistant	**Grade**	Volunteer
Dept/Area	Chaplaincy	**Vetting Level**	NPPV Level 1
Responsible to	Dominic Jones	**Staff line managed**	None
Reviewed by (Line Manager)	Belinda Kinsley	**Date**	08/04/2025
Purpose of Job	To tend the Memorial Gardens at Southern Support and Training HQ, Netley		
Key Accountabilities	1. To assist in the upkeep of the memorial gardens based at the Southern Support and Training HQ based at Netley. This will consist of weeding, pruning and planting. 2. To give regular and effective service (mandatory). Note: This role profile is designed to assist post holders with understanding what is expected of them in their role. Hampshire and Isle of Wight Constabulary may ask them to undertake other duties, as required, which are not necessarily specified on the role profile but which are commensurate with the grade of the post. The role profile itself may be amended from time to time within the scope and general level of responsibility attached to the post.		
Additional Requirements	Follow GDPR guidelines and Constabulary policies in relation to accessing and handling personal data. Provide guidance in the Management of Information, information security policy, procedures and legislation to other members. All officers and staff must be aware of risk in relation to their role, please view the appropriate Health & Safety Risk Assessment for the role. The role holder may be required to visit other locations within Hampshire and the Isle of Wight, and therefore needs to have the ability to travel as necessary.		

Role Profile

Role Profile Part 2			
Education/Qualifications	Essential: N/A Desirable: N/A		
Experience and Skills	Essential: N/A Desirable: An interest in gardening.		
Approved by People Services	#	**Date**	#

Role Profile

Role Profile Part 3 (2024)			
Competencies	All roles are expected to know, understand and act within the ethics and values of the Police Service.		
	We are Emotionally Aware	Level 1	
	We are collaborative	Level 1	
Underpinning Values	Courage		
	Respect and Empathy		
	Public Service		
Initial Development Skills for new to role period	All staff are required to complete any role-specific training.		