



BHWT Volunteer Role Description

Role Title:	Re-homing day co-ordinator
Role Description	<p>The British Hen Welfare Trust is looking for volunteers to support our re-homing days.</p> <p>This role carries overall responsibility for a regional team. The regional co-ordinator is responsible for organising the team on each re-homing day and ensuring the paperwork is completed and returned promptly to Hen Central.</p>
Where:	As a Re-homing Day Co-ordinator you will be based in one area of the country, travelling to farms and the re-homing site.
When:	You will be expected to manage a team of volunteers to carry out an average of 8 – 10 rehoming per year, although frequency will vary according to region and demand for hens.
Main Duties:	<ul style="list-style-type: none"> • To manage a team of volunteers and allocate appropriate tasks. • To co-operate and communicate with members of BHWT staff, volunteers and rehomingers. • To organise a farm collection team and appropriate transport from farm to host site. (Taking hens out of colony cages, catching barn or free-range hens.) • Oversee collection of hens by members of the public at host site. • Ensure biosecurity guidelines are strictly adhered to. • Ensure health and safety protocols are followed. • Ensure prompt and accurate completion of paperwork. • Ensure data protection protocols are followed. • To be responsible for BHWT equipment and to complete audits. • To positively represent the British Hen Welfare Trust in all your dealings with supporters. • To maintain and uphold the good name and reputation of the charity and are conversant with our aims. • To respect the need for confidentiality in relation to restricted charity information.



Experience required:	<p>Experience of working with a team is useful but not essential as you will receive full training.</p>
About you:	<ul style="list-style-type: none"> • You are confident at managing a team of volunteers. • You can communicate politely and diplomatically with volunteers and rehomingers. • You are flexible and able to volunteer at weekends. • You have good organisational skills. • You have good IT skills. • You are conversant with and supportive of the aims of the BHWT.
About us:	<p>We will provide:</p> <ul style="list-style-type: none"> • All new BHWT volunteers will be provided with relevant information, equipment, training and induction appropriate to their role. • BHWT will ensure the health, safety and welfare of all our volunteers. • Out of pocket expenses. You will be entitled to be reimbursed for any reasonable expenses whilst volunteering. • Reference. We can provide you with a reference for any volunteering you may do. This is available for up to one year from your last day of volunteering with us. • Rewards and Recognition. We will celebrate success and recognise loyalty, long-term commitment and dedication.
Other requirements	<ul style="list-style-type: none"> • A knowledge of hens and hen handling is an advantage but not essential. • A willingness to listen and learn. • Flexibility and reliability are vital to allow our teams to operate to their full potential. • Potential to care for poorly hens and to offer foster homes.
How to apply	<p>Please complete the online application form or contact hens@bhwt.co.uk for more information.</p> <p>Once we have received your completed form our Volunteer Co-ordinator will make contact with you for a no obligation discussion.</p>

