

Ipswich Tree Warden Network

Role: TWVL2 – Ipswich Tree Warden Volunteer



Leader

Volunteer Description

This is a voluntary unpaid position, working as one of five “Tree Warden Leaders” under the parks and cemeteries department at Ipswich Borough Council, as part of the national Tree Warden Scheme co-ordinated by The Tree Council.

About the Tree Warden Scheme

The Tree Warden Network, co-ordinated by The Tree Council are local tree champions who plant, look after, and stand up for the trees in their patch. The Tree Warden Scheme started life in 1990, inspired by Leicestershire and East Sussex Groups of local people who wanted to make a positive difference to trees in their community and from there The Tree Council created the national scheme.

Tree Wardens plant, protect and promote their local trees. No prior training or experience in tree management is needed – just a love of trees and a few hours to spare. Basic training available from the Tree Council Website and your Network Co-ordinator will be provided.

Every year, tree wardens’ plant and care for thousands of trees and dedicate thousands of hours of volunteer time to the care of the trees in their community.

Tree wardens are part of local networks co-ordinated in a variety of ways including by local authorities, parish councils, independent and other associated groups. Networks operate independently from each other deciding what the priorities are for the trees in their area, allotting them to share their unique skills and interests in the most effective way.

The Tree Council manages this national programme and works to develop and support networks across the country.

About the Tree Council

“The Tree Council brings everyone together with a shared mission to care for trees and our planet’s future. We inspire and empower organisations, government, communities and individuals with the knowledge and tools to create positive lasting change at a national and local level”

About Ipswich Borough Council

Ipswich Borough Council provides a voice for its communities as well as a wide range of services to meet their needs. In this role you will be working under the Parks and Cemeteries Department which includes teams in Wildlife, Arboriculture, Landscapes, Grounds Maintenance and Cemeteries. In 2021, Ipswich Borough Council launched “The Tree Board” a team of staff and experts from local wildlife charities and organisations to create a collaborative and unified approach to trees in Ipswich. The Tree Board advised the development of a tree volunteer scheme in the town to assist with tree planting and maintenance and community engagement in trees.

For enquiries about the Ipswich Tree Warden Scheme contact the Ipswich Tree Warden Co-ordinator by email at ipswichTreeWardens@ipswich.gov.uk or call 01473 433998 (8am – 4pm Mon-Fri)



Main Purpose of the Role

The Tree Warden Leader will assist the Ipswich Tree Warden Network Co-ordinator in the running of the tree warden network.

On top of the activities of the tree wardens (see role TWV1) this role involves co-ordinating groups of tree wardens in each of the five areas of the town. There will initially be five leader positions one for North East, North West, Central, South East and South West Ipswich who will help co-ordinate all the volunteer tree wardens in these areas. The leaders will also work together with the Tree Warden Co-Ordinator to plan and run events, propose ideas for the scheme, co-ordinate collection and distribution of trees and tools from Ipswich Tree Warden Network and generally support the tree wardens in their roles.

The main purpose of the tree warden scheme is to create a network of volunteers passionate about trees, wildlife, climate change and their local area. This network will work amongst the community to engage the people of Ipswich and its visitors to the importance of Ipswich's trees and woodlands as well as the importance of maintaining trees for wildlife and climate resilience.

Tree warden volunteers will assist the wildlife, arboricultural and grounds maintenance teams in Ipswich's parks including activities such as tree planting, tree guard removal, woodland management, traditional Suffolk orchard management and watering young trees. Volunteers will also create and run events in the community, working with local schools, community groups and run guided walks that will teach the public about Ipswich's trees.

Volunteers will also assist in monitoring and identifying trees in need of support as well as identifying areas for suitable tree planting.

Volunteers will be given mandatory training to complete their role to ensure all volunteers are conveying the message of the Ipswich Tree Charter and the views of the Tree Council and Ipswich Tree Warden Network.

As the team leader, you will be expected to meet with the Tree Warden Co-ordinator (remotely or in person) to update on progress within your area as well as relaying the ideas and concerns of the tree wardens. You must have great communication and leadership skills and be willing to work with a wide range of people.

Requirements of the role

Tree Warden Volunteers (see role TWV1) are asked to volunteer a minimum of 1 day a month (or equivalent hours, although this is not restrictive. As a Tree Warden Leader, you are expected to volunteer 1 day a month (or equivalent hours) to support the tree wardens and the co-ordinator.

This is a flexible agreement allowing you to work unsupervised at weekends and out of work hours to accommodate other commitments. (Please be advised that the Ipswich Tree Warden Co-Ordinator will only be accessible during working hours – 8am – 4pm Monday – Friday). Tree Warden Leaders are expected to make all the Tree Warden Network (tree wardens in their team, other team leaders and the Tree Warden Network Co-Ordinator) aware of the hours in which you can be approached.

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You must be able to work independently and as part of a team. The role will require working in adverse weather conditions and on all terrains. The roles will vary across the year due to tree planting taking place in winter and bird nesting season between February and August, meaning practical tree planting and maintenance takes place between October and February, whilst community work and monitoring will primarily take place in the summer months.

There are no qualification or experience requirements for this role and training will be provided. For the TWVL2 role, it is preferable that you have some leadership experience, although this would be a good opportunity to learn leadership skills for students or graduates. The aim of the network is to utilise the skills and expertise of staff at Ipswich Borough Council and The Tree Council as well as the passion and skills of all the volunteers in the network. If you have any unique skills that you think may be useful to the network please let us know in your application form.

In order to start this role, all volunteers must complete a volunteer induction (this may be in person or remotely) which will include all mandatory training. Failure to complete the training will prevent you from becoming a tree warden volunteer.

If you are concerned about any of the requirements of the role please contact the Ipswich Tree Warden Co-Ordinator on IpswichTreeWardens@ipswich.gov.uk.

Tree Warden Leader Main Duties:

(for your other duties as a Tree Warden see below)

1. Co-ordinate and lead groups of local tree warden volunteers
2. Create a positive and rewarding experience for tree wardens
3. Organise local events with the Tree Warden Co-ordinator
4. Help maintain tools and ensure all communal tools are returned to the Network Hub.
5. Organise meetings with your local area tree wardens to find opportunities to plant trees and suggest ways to engage the community with their local trees
6. Provide the Tree Warden Co-Ordinator with feedback about the scheme and the views of the wardens.
7. Work with the local community on tree related matters and direct them towards the correct sources of information

Tree Warden Main Duties:

1. Help manage existing woodlands, hedges and standalone trees during winter work parties
2. Plant trees, remove tree guards, and build tree pens
3. Water and maintain trees
4. Growing trees from local seed stock
5. Maintain our woodlands as pleasant places to be (litter picking, trimming paths etc.)
6. Manage traditional Suffolk Orchards and pick fruit for the community
7. Engage with the community to plant in private spaces (such as residential gardens)
8. Volunteer at tree related events and assist tree warden leader in organising events

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9. Work with local schools and community centres to educate local people about the importance of trees
10. Complete surveys and assist with mapping trees and planting locations in parks and open spaces
11. Inform others and encourage engagement with the tree warden scheme

Other Potential Duties:

1. Planting woodland wildflower plugs and bulbs
2. Assisting partner organisations in producing and installing wildlife homes in our woodlands (i.e. Ipswich Wildlife Group, The Greenways Project, Ravenswood Wildlife Group, Suffolk Wildlife Trust, Friends Groups etc.)
3. Assisting with wildlife surveys in woodlands
4. Completing visitor surveys in parks
5. Assisting partner organisations and friends groups with events such as “megabash work parties”
6. Providing feedback for developments and funding applications
7. press releases and social media content (all must be authorized by IBC communications and marketing team)
8. Creating content for activity packs for schools and the wider community about trees

Please note that the roles and responsibilities may change throughout the project

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