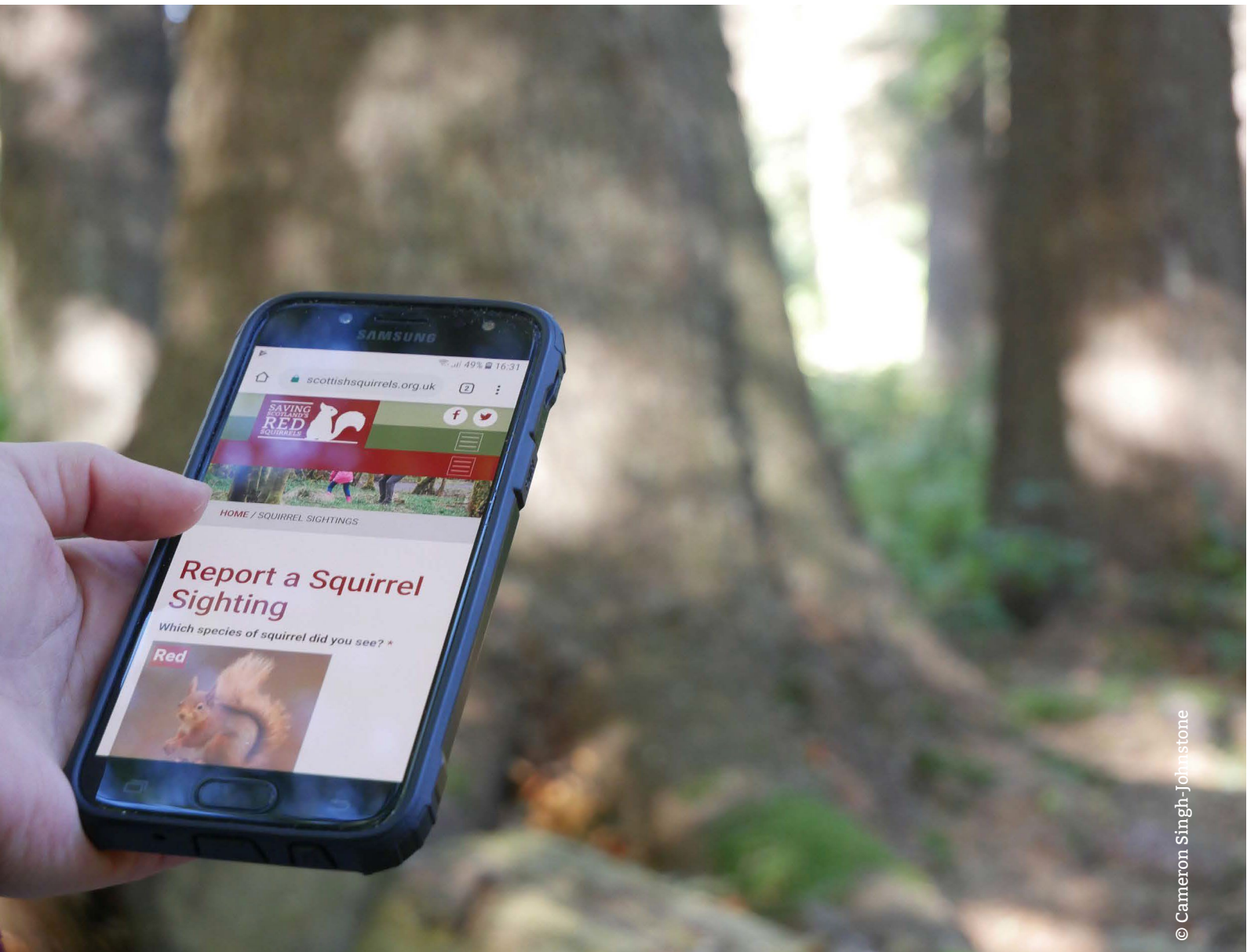


Saving Scotland's Red Squirrels



© Cameron Singh-Johnstone

Volunteers' user guide
to the Community Hub

Volunteers 'user guide to the Community Hub

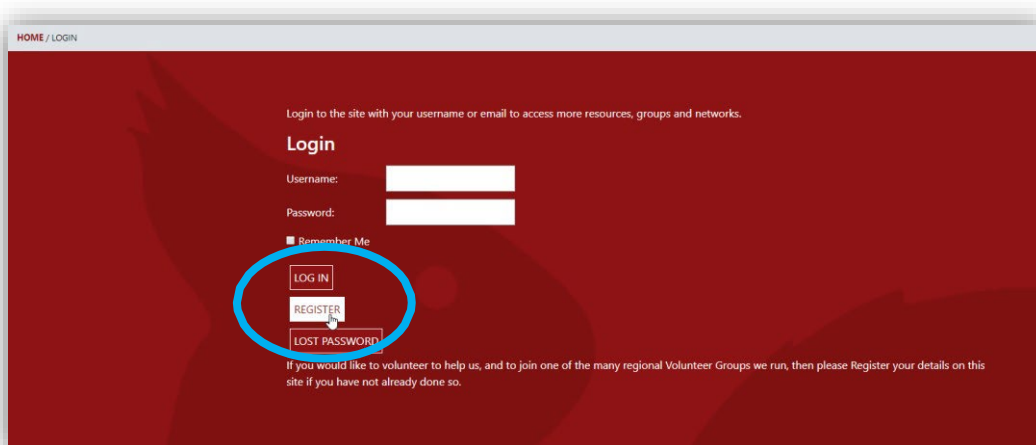
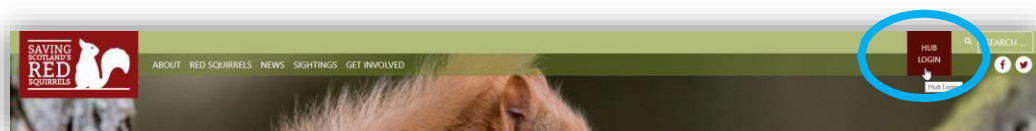
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1. Creating a Hub account

You can access the [Hub registration page](#) from the login button at the top of the homepage.



Username: this is a single word name that you will use to log in to the Hub.

Email address: if you are already a registered SSRS volunteer, please use the same email address you used to register so that we can match your details.

Display name: this is the name that people will see when they interact with you on the Hub. It's therefore best to use a variation of your real name so you are easy to identify. Once you have clicked 'complete signup' you should receive an activation link in your email inbox. If you do not receive this link, [contact SSRS](#) for advice (please check your junk folder first).

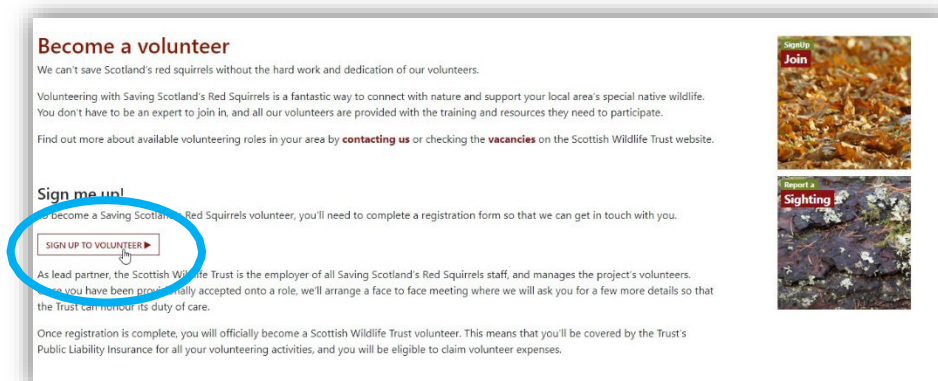
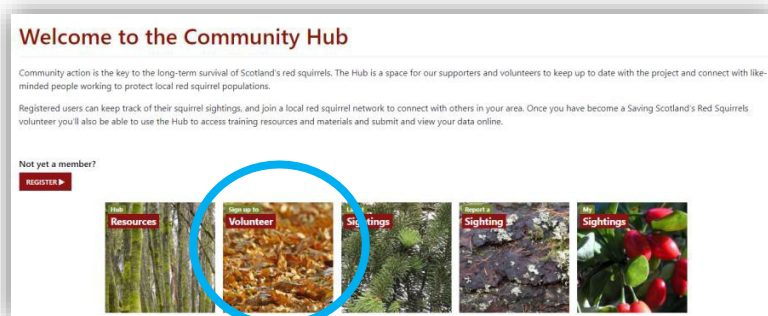
2. Signing up as a volunteer

Anyone can create a Hub account and start a personal squirrel sightings record (see sightings link on Hub homepage or under 'my profile'). Volunteers can also join private groups to access more resources and data.

2.1 SSRS (Scottish Wildlife Trust) registered volunteers

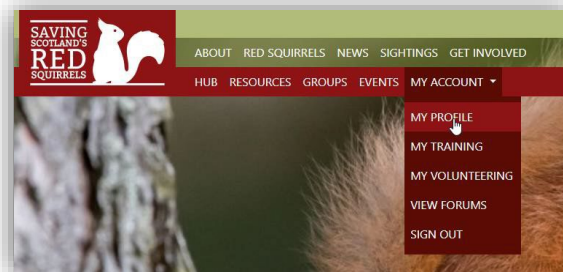
Volunteers in priority areas in the Central Lowlands and North East Scotland must register as a volunteer with the Scottish Wildlife Trust to contribute to the project. Some volunteers in the south of Scotland may also be registered – [contact us](#) if you are unsure.

To sign up as a SSRS volunteer on the Hub, click the volunteering button on the Hub homepage and follow instructions.



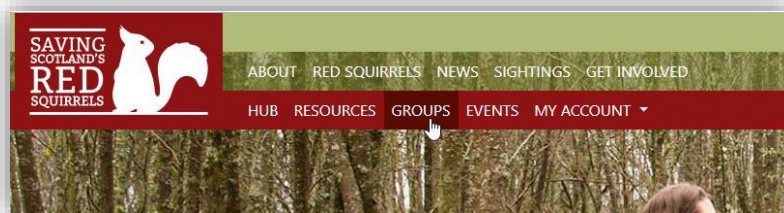
New / potential volunteers will then be prompted to provide some of the personal details required for Scottish Wildlife Trust volunteer registration. A member of the SSRS team will get in touch soon after to discuss opportunities.

If you are already a registered volunteer and used **the same email address** to join the Hub, the system will match your account with your details. Please visit your profile to check our information is up to date.



You will now be a member of the general SSRS volunteer group on the Hub. The SSRS team will receive a notification, and if applicable we will invite you to join the survey and/or grey squirrel control volunteer groups. You will receive an email notification with a link to accept the invitation.

You can see which groups you are a member of by visiting the Group Directory (your groups will be highlighted green).



Local Network Groups				
Filter by Project Region: No Filter				
Group Name	Region	Description	No. Members	
Annandale	South West Scotland	This is the Network Group for Annandale in the South West Scotland Project Area.	3	VISIT GROUP ►
Berwick	South East Scotland	Network Group for 'Save our Squirrels Berwick' in the South East Scotland Project Area	1	VISIT GROUP ►
Cowal	Argyll and Trossachs	This is the Network Group for Cowal in the Argyll and Trossachs Project Area	1	VISIT GROUP ►
Gatehouse	South West Scotland	This is the Network Group for Gatehouse in the South West Scotland Project Area.	3	VISIT GROUP ►
Glenkens	South West Scotland	This is the Network Group for Glenkens in the South West Scotland Project Area.	3	VISIT GROUP ►
Kirkcudbright	South West Scotland	This is the Network Group for Kirkcudbright in the South West Scotland Project Area.	3	VISIT GROUP ►
Mid Nithsdale	South West Scotland	This is the Network Group for Mid Nithsdale in the South West Scotland Project Area.	4	VISIT GROUP ►
Solway Forests	South West Scotland	This is the Network Group for Solway Forests in the South West Scotland Project Area.	2	VISIT GROUP ►
Volunteering Groups				
Group Name	Region	Description	No. Members	
Feeder Box Surveys	Scotland	This is the Volunteer Group for the Feeder Box Surveys carried out in the Spring and Autumn	26	VISIT GROUP ►
Grey Squirrel Control	Scotland	This is a volunteer only group dealing with trapping and control of Grey Squirrels.	23	VISIT GROUP ►
SSRS Volunteering	Scotland	Sign up to volunteer and access volunteering resources	37	VISIT GROUP ►

2.2 Independent South Scotland network volunteers

Many volunteer groups in the south of Scotland operate independently from SSRS, but enjoy full access to the Community Hub. If you volunteer for an independent group, or would like to volunteer in the region, you can request join your group on the Hub via the [Network Directory](#). Click on the map or browse the list.

Click 'Join' to send a request to the Group Admin, or click 'contact admin' for more information. If you are new to volunteering the group will be in touch to discuss. If applicable you will then be invited you to join the survey and/or grey squirrel control volunteer groups. You will receive an email notification with a link to accept the invitation.



Local Network Groups

Filter by Project Region: No Filter

Group Name	Region	Description	No. Members	
Annandale	South West Scotland	Visit the Annandale Red Squirrel Group page	9	VISIT GROUP
Berwick	South East Scotland	Visit the 'Save our Squirrels Berwick' page	3	VISIT GROUP
Castle Douglas and District	South West Scotland	Visit the Castle Douglas and District Red Squirrel Group page	10	VISIT GROUP
East Wigtownshire	South West Scotland	Visit the East Wigtownshire Red Squirrel Group page	21	VISIT GROUP
Esk Valley	South East Scotland	Visit the Esk Valley Red Squirrel Network page	19	VISIT GROUP

Welcome to the East Wigtownshire Regional Network Group

The East Wigtownshire Red Squirrel Group aims to protect the red squirrels of the River Cree catchment and the Machars Peninsula. We are developing a network of active volunteers who are carrying out monitoring, raising public awareness, engaging with local communities and landowners, and undertaking grey squirrel control. Our volunteers come from communities across our area, from Glentworth to Whithorn. If you would like to get involved with red squirrel conservation in our area please get in touch. Red squirrels are still thriving in East Wigtownshire but are coming under increasing threat from the introduced grey squirrel and we are working together to ensure the future of our red squirrels.

Volunteer Opportunities in the Newton Stewart area

The Saving Scotland's Red Squirrels project, in conjunction with the East Wigtownshire Red Squirrel Group, are looking for volunteers to help with their exciting conservation project in the northern East Wigtownshire area.

Grey Squirrel Control Volunteers Needed

Tasks: trapping and humane dispatch of grey squirrels, liaising with other volunteer trappers, record keeping.

Availability: flexible to suit the volunteers.

You can see which groups you are a member of by visiting the Group Directory (your groups will be highlighted green).

Local Network Groups

Filter by Project Region: No Filter

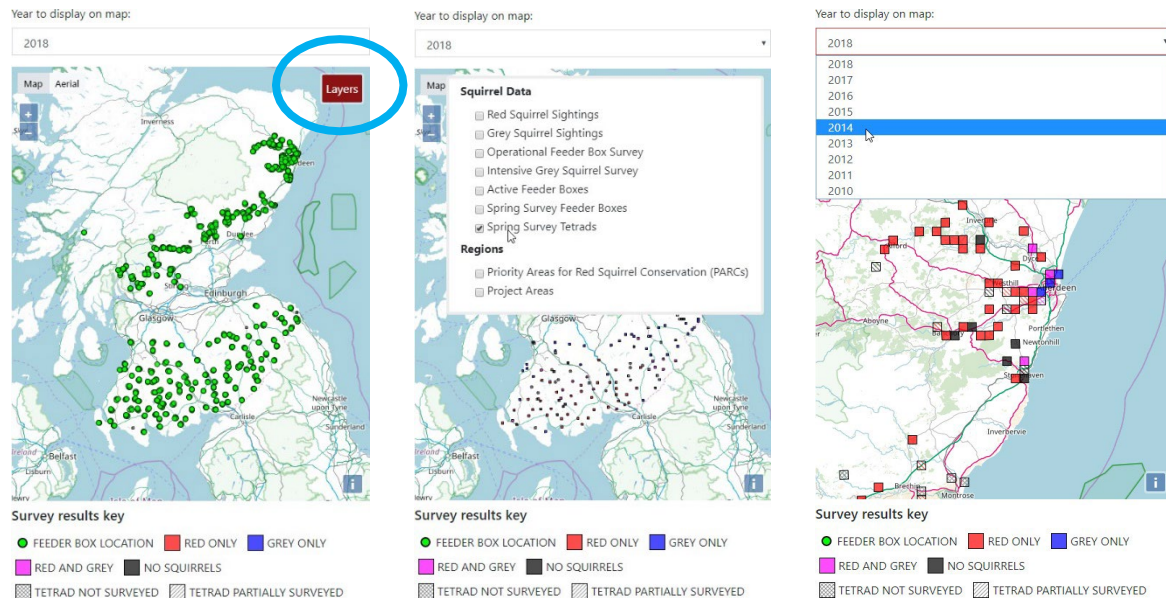
Group Name	Region	Description	No. Members	
Annandale	South West Scotland	This is the Network Group for Annandale in the South West Scotland Project Area.	3	VISIT GROUP
Berwick	South East Scotland	Network Group for 'Save our Squirrels Berwick' in the South East Scotland Project Area	1	VISIT GROUP
Cowal	Argyll and Trossachs	This is the Network Group for Cowal in the Argyll and Trossachs Project Area	1	VISIT GROUP
Gatehouse	South West Scotland	This is the Network Group for Gatehouse in the South West Scotland Project Area.	3	VISIT GROUP
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Solway Forests	South West Scotland	This is the Network Group for Solway Forests in the South West Scotland Project Area.	2	VISIT GROUP

Volunteering Groups

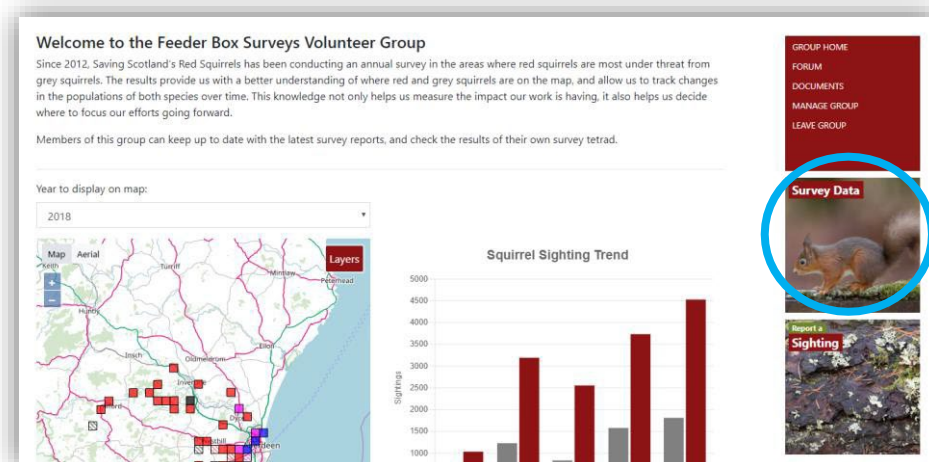
Group Name	Region	Description	No. Members	
Feeder Box Surveys	Scotland	This is the Volunteer Group for the Feeder Box Surveys carried out in the Spring and Autumn	26	VISIT GROUP
Grey Squirrel Control	Scotland	This is a volunteer only group dealing with trapping and control of Grey Squirrels.	23	VISIT GROUP
SSRS Volunteering	Scotland	Sign up to volunteer and access volunteering resources	37	VISIT GROUP

3. The survey volunteer group

If you take part in any of our surveys, you'll be added to the Feeder Box Surveys group. On the group's homepage, you can explore the map to view survey results across the whole country. You can change layers on the map to display different datasets.



Click 'survey data' to see your own tetrad results. You can find this button on the group homepage, the Hub homepage and under 'my profile'



Welcome to the Community Hub

Community action is the key to the long-term survival of Scotland's red squirrels. The Hub is a space for our supporters and volunteers to keep up to date with the project and connect with like-minded people working to protect local red squirrel populations.

Registered users can keep track of their squirrel sightings, and join a local red squirrel network to connect with others in your area. Once you have become a Saving Scotland's Red Squirrels volunteer you'll also be able to use the Hub to access training resources and materials and submit and view your data online.

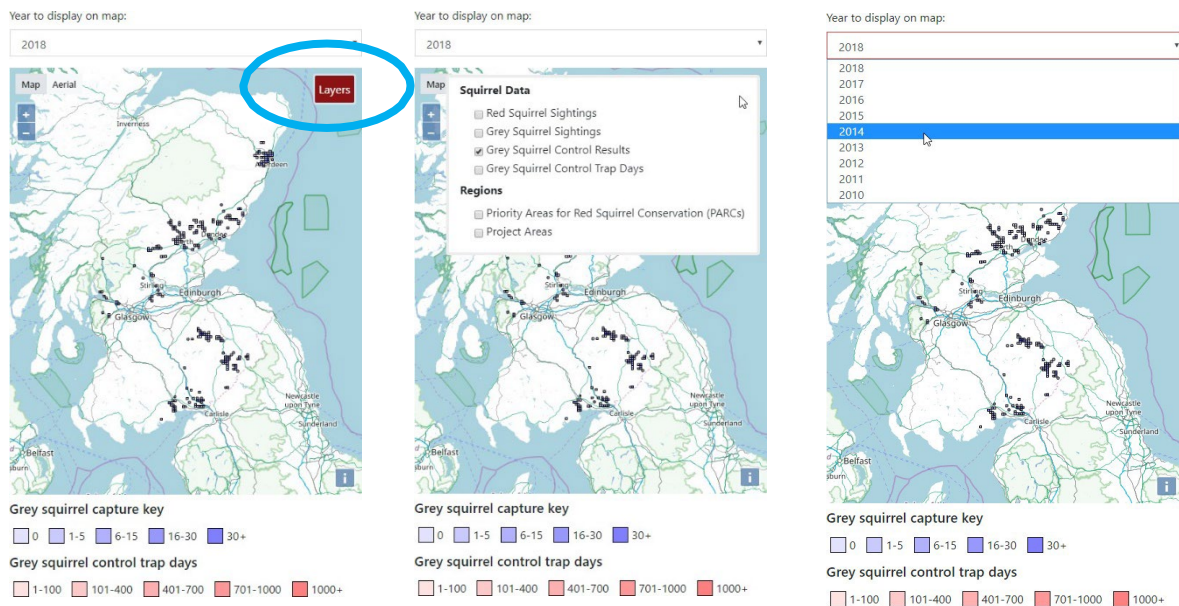
Not yet a member?

[REGISTER](#)



4. The grey squirrel control volunteer group

If you are involved in grey squirrel control, you'll be added to the Grey Squirrel Control group. On the group's homepage, you can explore the map to view trapping results across the whole country. You can change layers on the map to display different datasets.



Click 'Trapping Data' to submit and view your trapping results. You can find this button on the group homepage, the Hub homepage and under 'my profile'


Welcome to the Grey Squirrel Control Group

Saving Scotland's red squirrels requires a community-led, landscape scale approach to grey squirrel control in our target project areas.

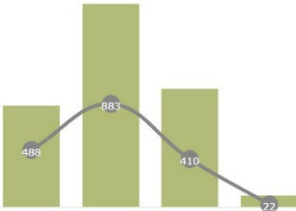
This group includes volunteers involved in all aspects of grey squirrel control, from trap hosting to on-call dispatchers. Visit the documents page to access useful volunteer resources.

GREY SQUIRREL CONTROL DOCUMENTS

Year to display on map: 2018



Latest Trapping Record



Trapping Data

Report a Sighting

GROUP HOME
DOCUMENTS
MANAGE GROUP
LEAVE GROUP

Welcome to the Community Hub

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Not yet a member?
REGISTER ▶

Hub Resources

Sign up to Volunteer

Latest Sightings

Report a Sighting

MY TRAINING RECORD
MY VOLUNTEERING RECORD
MY SIGHTINGS
MY SURVEY DATA
MY TRAPPING DATA

5. Volunteering record

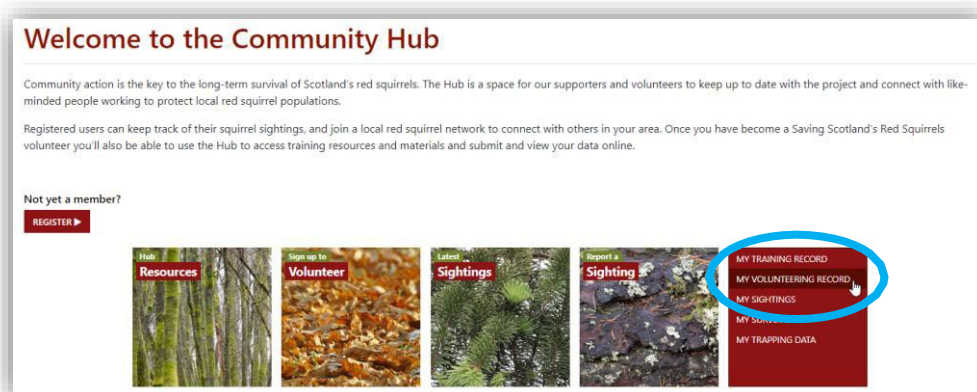
Recording the number of hours you spend volunteering for SSRS is a simple but important thing you can do to contribute to the project. Volunteer time is classed as “match-funding” by our funders, meaning the more volunteer hours we can provide evidence for, the better case we can build for more funding for red squirrel conservation in the future.

SAVING SCOTLAND'S RED SQUIRRELS

ABOUT RED SQUIRRELS NEWS SIGHTINGS GET INVOLVED

HUB RESOURCES GROUPS EVENTS MY ACCOUNT

MY PROFILE
VIEW MEMBERS
VIEW FORUMS
TRAINING RECORD
VOLUNTEERING RECORD



To submit new volunteering hours, click 'New Activity Record'.

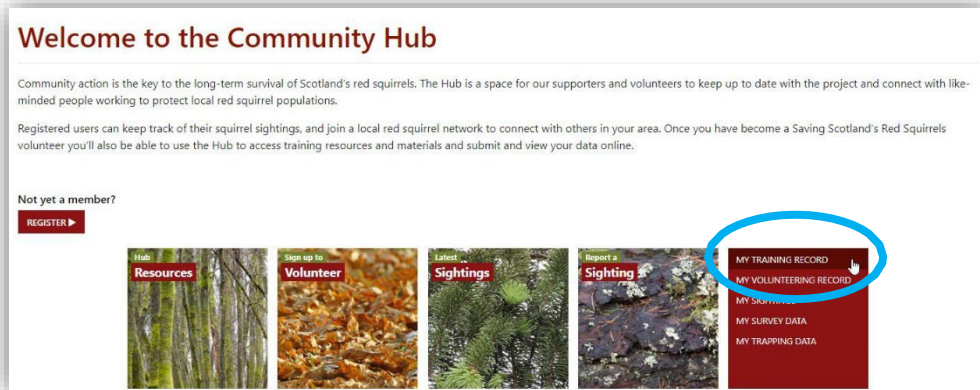
Project region: select the region in which you carried out your volunteering

Activity type: if you select 'other', please provide details in the comments box

Note: to avoid duplication, only submit volunteering hours by one method— through the Hub, or directly to your local Conservation / Community Engagement Officer.

6. Volunteer training record

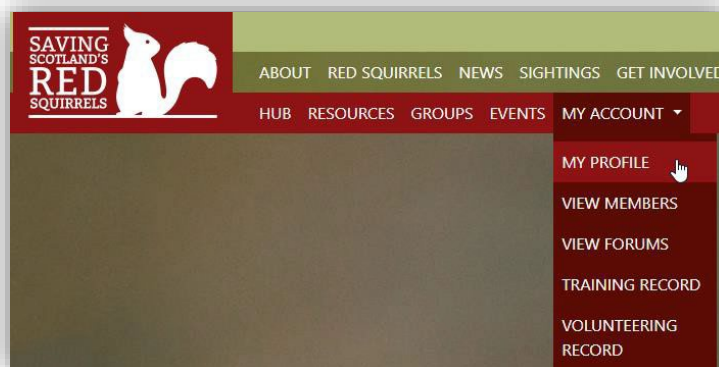
If you attend a SSRS training workshop or one-to-one session, we will update your training record. You'll find your training record under 'My Account', and on the Hub homepage.

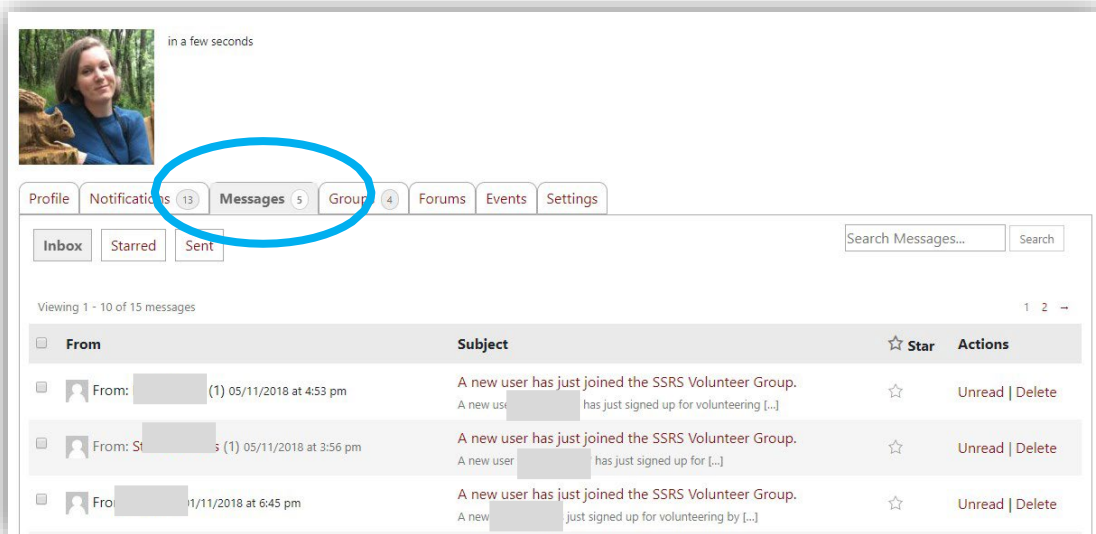


7. Messaging

You may receive messages about your account or volunteering activities via the Hub. If you are a member of a local network, you may also receive messages from your group's administrator.

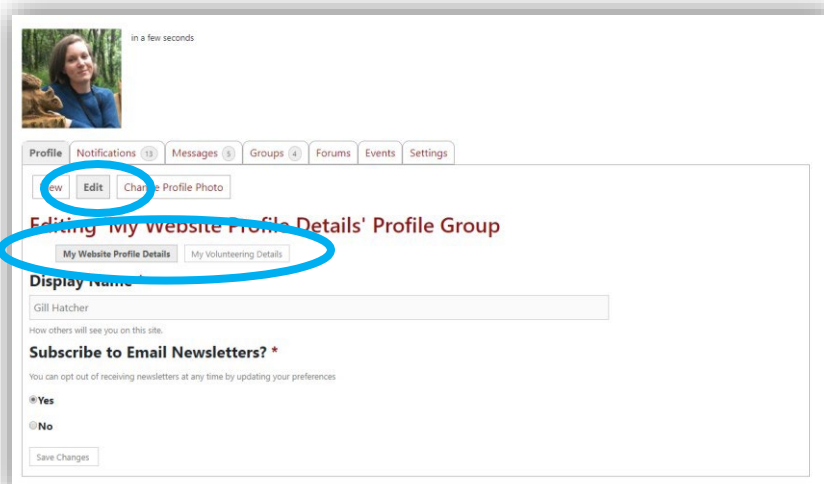
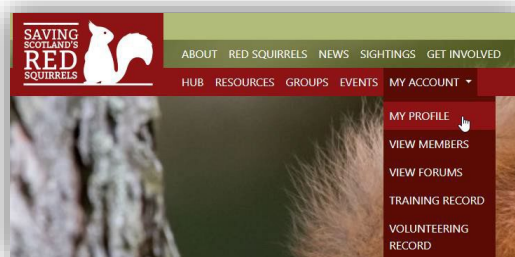
If you receive a message, the Hub will send you an email with a direct link. You can also view and reply to your messages via 'my profile'.



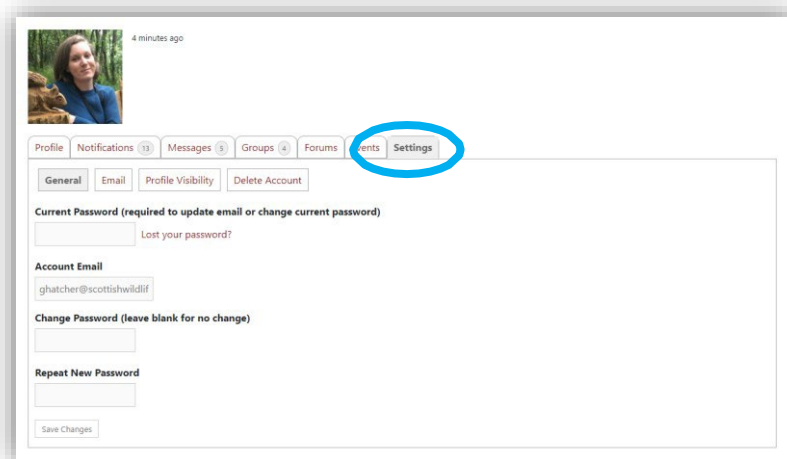


8. Updating your profile

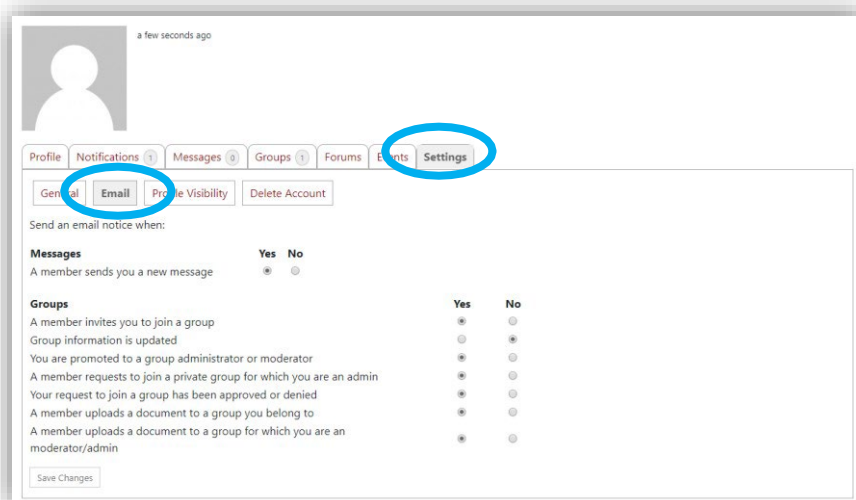
Under 'my profile' you can edit both your website details (i.e. your Display Name) and your volunteering details. Please keep your personal details up to date so we can stay in touch with you. You can also change your profile photo here.



You can change your Hub password under the 'settings' tab.



You may occasionally receive email notifications from the Hub. To manage what kind of emails you receive, go to the 'email' tab under your profile settings. Note that if you switch off all email notifications, you may miss out on important information.




8. Deleting your account

You can delete your Hub account at any time by going to the settings tab under 'my profile'.

Note: deleting your account does not automatically end your Scottish Wildlife Trust volunteering registration, nor will it remove all your personal information from the SSRS database. If you wish to end volunteering with SSRS, and/or have your personal details removed, please [contact us](#) directly.

You can read about how we manage your personal data in the [SSRS Privacy Notice](https://scottishsquirrels.org.uk/privacy) (scottishsquirrels.org.uk/privacy)



 in a minute

Profile Notifications Messages Groups Forums Events Settings

General Email Profile Visibility Delete Account

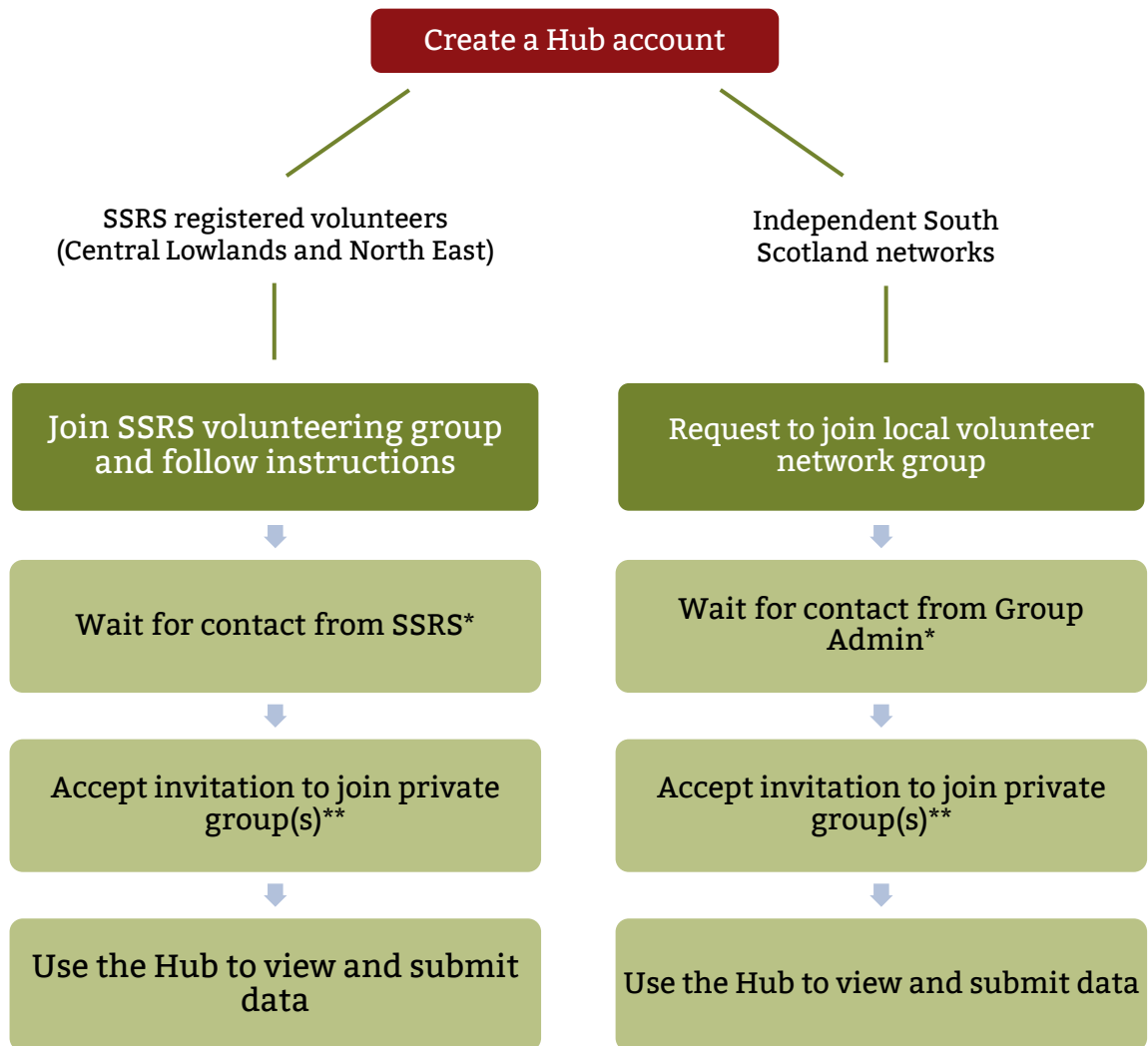
Current Password (required to update email or change current password)
 [Lost your password?](#)

Account Email

Change Password (leave blank for no change)

Repeat New Password

Appendix: Volunteer sign-up flowchart



*If you have not previously registered as a volunteer, a member of the team will be in touch to discuss opportunities

**Grey squirrel control and/or survey, as applicable



scottishsquirrels.org.uk

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PROJECT PARTNERSHIP



FUNDERS



Saving Scotland's Red Squirrels is led by the Scottish Wildlife Trust, a Scottish registered charity (charity no. SC005792) and a company limited by guarantee and registered in Scotland (registered no. SC040247).