

Volunteer Role Description

All volunteers will deliver their services as per the task linked Role Description below and the Generic Volunteer Role Description along with their mutually agreed activity plan as developed and monitored by the organisations identified volunteer support line manager.

Support in Delivering Activities to Develop Independent Living Skills

As part of a Programme of Rehabilitative Activity and Learning New Skills we offer in-house training and activities. Do you have the experience and skills to help deliver training around:

- **Cooking on a budget**
 - **Food hygiene**
 - **Healthy living**
 - **Online safety**
 - **Setting up home**
 - **CV writing**
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- With the designated volunteer support member of staff develop an activity programme for the chosen training session including resources required.
 - Assist with preparing resources for the session e.g. ingredients for cooking on a budget; workbooks and information packs for service users
 - With the assistance of tenant support staff prepare the room/venue for the group
 - When required make telephone calls/texts to service users to encourage attendance
 - Welcome service users to the group
 - Provide additional support to individual service users where identified by the supporting member of staff
 - With the assistance of tenant support staff facilitate the group 'ending', e.g. helping with the presentation of certificates to service users
 - Assist with tidying the room/venue after the group

Day(s) Required: Monday to Friday (days to be arranged)
Time: 2 hrs session between the hours of 10:00 and 16:00