



## **My Life My Decision Volunteer Champion Role Description**

My Life My Decision is a flagship service funded by The Big Lottery Silver Dreams programme and is being delivered in Partnership with Compassion in Dying and Age UKs across England.

The project aims to raise awareness of end-of-life rights and choices to ensure that older people can access information and support to enable them to make informed choices.

The minimum commitment you would need to make to volunteer for this project is six months to one year.

**Responsible to:** \_\_\_\_\_

**Time Commitment:** Minimum of 2 hours a week.

**Location:** \_\_\_\_\_

### **Volunteer Task Description**

To assist the Project Co-ordinator to raise awareness of the service in the local community and to support service users to discuss end-of-life rights and choices and complete Advance Decisions and/or Lasting Power of Attorneys

### **Tasks to include:**

- Support people aged 50 years plus to complete an Advance Decisions form and /or Lasting Power of Attorneys for Health and Welfare Form
- Deliver 1:1 support sessions in homes, Age UK offices or community venues
- Deal appropriately with confidential and sensitive material.
- Complete administrative tasks (e.g. Record of Client Contact)
- Attend My Life, My Decision events
- Collect service-user feedback on the service

Support and assist the Project Co-ordinator to:

- Deliver training and awareness sessions
- Promote the service
- Involve service-users in the design, delivery and development of the service

## Skills and Personal Qualities

Whilst previous experience of the role is not essential, as full induction and training will be provided, we are looking for individuals with the following skills and aptitude, approach and personal qualities:

- Good listening and communication skills with a range of people
- Patience and tact
- A caring, sympathetic and sensitive manner
- A non-judgemental approach
- Non-directive
- Empathetic
- Reliable and dependable
- Willingness to learn
- A positive and enthusiastic outlook
- Work within a non-discriminatory framework
- Commitment to understanding the needs of older people
- Understanding of confidentiality (working within Age UK ..... policies and procedures).
- Awareness and understanding of the importance of boundaries
- Valuing diversity and equalities

## Other information:

This Post is exempt from the Rehabilitation of Offenders Act 1974, volunteers will be asked to disclose any previous offences both spent and unspent. Due to the nature of the role, Age UK ..... will carry out checks on volunteers for working with vulnerable adults. This voluntary post is subject to a DBS Check. (NB. If the checks are positive, volunteers' circumstances are assessed on a case-by-case basis and a positive result does not necessarily stop people from being placed.)

## Benefits to the volunteer

- A chance to play a key part in an innovative Lottery funded project
- The satisfaction of knowing that you are empowering older people in your community
- Full support, supervision and accredited training
- An opportunity to develop new skills and interests
- The chance to meet new people and share practice with other like-minded volunteers
- Valuable experience of volunteering that you can add to your CV
- Reasonable travel and expenses will be paid
- A chance to influence practice on a local/regional/ national level through shared learning and steering groups
- Certificate for training attended and volunteering
- References provided for future positions