

ROLE DESCRIPTION

Activity Group Leader (in person)

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| Responsible to: | Service Manager. |
| Time Commitment: | Minimum of 3 hours per week. |
| Location: | Various locations across Birmingham |

About the Service

Age UK Birmingham provides a menu of activities across the city to support people to build social connections and reduce loneliness and isolation. Groups include activities such as walking groups, gardening, and coffee mornings.

We are looking for reliable and confident volunteers to support these activities and help older people in Birmingham to make the most out of later life.

Travel expenses will be paid – expenses form to be completed monthly

About the Role

Activity group volunteers will be responsible for facilitating weekly activity groups for older people. Specific tasks may include:

- To undertake Age UK Birmingham and Age UK Sandwell induction programme and additional relevant training where required
- To prepare any resources and equipment required to deliver the group.
- To help promote the group and encourage attendance from older people in the community.
- To set up the venue for the purposes of the activity.
- To facilitate activity sessions on a regular basis as agreed by the service manager.
- To keep a record of attendance.
- To report any concerns to the manager of the service.
- To attend team meetings/ supervision when required.

Personal qualities and skills most suited to this role

- Good listening and communication skills essential
- Patience and tact
- A caring, sympathetic, sensitive manner and a non-judgemental approach.
- Commitment to understanding the needs of people older people



- Reliable/dependable/flexible
- Have a positive outlook and be committed
- Skill, knowledge, or interest in the type of activity being delivered.

Time commitment

To allow time to set up and clear away after the activity we recommend a minimum of 3 hours commitment per week to run the activity group.

Activity Groups are delivered during office hours, Mon-Friday 9am – 5pm

Contact

0121 437 0033

volunteering@ageukbirmingham.org.uk

Or download an application form

<https://www.ageuk.org.uk/birmingham/get-involved/volunteer>