

**Location:** Nail Care, various

**Role:** Nail Cutter

**What your responsibilities will be:**

To work as part of a team delivering a toe nail care service at a range of community venues. This will include preparing older people for treatment, including older people with low risk diabetes;

**What you will need to be able to do:**

- ✓ Cut and file toenails
- ✓ Prepare feet for treatment
- ✓ Provide general nail care advice
- ✓ Arrange and Coordinate customer appointments
- ✓ Prepare and set up clinics
- ✓ Provide a safe and quality service
- ✓ Maintain accurate records

**This role requires an enhanced DBS check**

**How much training and how long it will take?**

All volunteers are required to complete the following online training before they start volunteering:

- Health & Safety in the Work Place
- Manual Handling
- Information Security
- Fire Safety Awareness
- Safeguarding Awareness
- Dementia Awareness
- Equality & Diversity
- Infection Prevention & control

*To complete the mandatory training takes approximately 9 hours over 6 weeks*

In addition, this role requires training in:

- Personal Safety Lone worker
- Domestic Abuse and Intimate Partner Violence
- Diabetes Awareness
- Initial nail and foot care training and annual re-assessment by NHS Podiatry Team.
- Half day theory test at Age UK premises – delivered by NHS Podiatry
- Practical training attending 4 clinical sessions – supervised nail cutting on at least 2 clients and 4 diabetic clients (Supervised by NHS Podiatrist)

*To complete the additional training takes approximately 3 days over 12 weeks*

Please see overleaf for more information



### What qualities you will need:

- ✓ Honesty
- ✓ Reliability
- ✓ A clean and presentable appearance
- ✓ A pleasant, polite and confidential manner

### Things you MUST agree to:

- ✓ Comply with Age UK Blackburn with Darwen policies at all times, especially those regarding Equal Opportunities, Health & Safety and Confidentiality
- ✓ Undertake required mandatory training, provided by the organisation to comply with current legislation
- ✓ Participate in volunteer reviews
- ✓ Keep your manager informed when you are unable to attend or of other things that affect your volunteering i.e: health conditions

**Fundraising** - As a local independent charity, fundraising is vital to the continuation of our local services for older people. There are lots of ways of supporting us through helping with bag packs or bucket collections, delivering posters, helping at events, undertaking sponsored activities, sharing our social media posts, donating to and buying from our Charity Shop in Darwen. All volunteers are asked to support us in this way.

Last reviewed September 2021

Next review due September 2022

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