



Volunteer Role Description

Toe Nail Cutting and Foot Care service

Age UK Dudley appreciates your volunteering role and will do their best to make your volunteer experience enjoyable and rewarding

Purpose of Role:

To provide a basic toe nail cutting and foot care service to older people.

Reporting to: 'Stepping Out' Foot Care Project Co-ordinator

Location: Foot Care Clinics around Dudley Borough as agreed with the Project Co-ordinator

Duties and Responsibilities:

- Attend Foot Care clinics to offer this service, as agreed, around the borough
- Attend initial Foot Care training and regular update training as necessary
- Spend the equivalent of at least one two hour session per week providing foot care.
- Receive referral letters to the Foot Care clinic from recognised health care professionals
- Get clients to sign the Foot Care agreement/ disclaimer
- Sell clients their personal Foot Care kit on their first visit and stress importance of them bringing this with them for future appointments
- Provide a basic foot care and toe nail cutting service i.e. cutting toe nails and filing hard skin only.
- Make re-appointments for clients so that they have a regular appointment every 8 weeks
- To adhere to the policies and practices of Age UK Dudley
- To agree to a Disclosure and Barring check
- To wear a personal identity badge whilst volunteering
- Represent the professional standards of the charity

Person Specification:

- A liking for and an empathy with older people
- Patience and understanding
- The ability to work as part of a team
- An understanding of the need for confidentiality
- Good timekeeping
- Reliability and trustworthiness

Training Requirements:

- Attendance on general Age UK Dudley induction training
- Attendance at a specific Foot Care / Nail Cutting 1 day training course prior to seeing clients.
- Regular update training as necessary.
- Safeguarding.

Expenses:

Expenses incurred travelling to and from Foot Care clinics will be reimbursed at the agreed volunteer mileage rate, currently 45p per mile.

Please note that for this role you do not need to have previous experience of healthcare or podiatry / chiropody as full training will be given to all interested volunteers. If you are happy to provide foot care and enjoy working with older people we will provide the necessary training, equipment and support.