

<b>Title:</b>	<b>Social Wellbeing Volunteer</b>
<b>Main purpose &amp; overview of role</b>	To provide a friendly, supportive environment to people over the age of sixty, encouraging social contact to help reduce isolation in the community.
<b>Responsibilities and activities</b>	<ul style="list-style-type: none"> <li>• Make tea and coffee, prepare light refreshments</li> <li>• Assist with various activities: Chair exercises, Quizzes, Bingo, Games, Arts and Crafts, Group discussions on various topics.</li> <li>• Occasionally (with the coordinator), accompany clients on trips and events that are outside of the club.</li> <li>• To facilitate and encourage social interaction between group members, being sensitive to different cultures and beliefs.</li> <li>• To ensure that group members are involved in individual/group discussion and/or activities.</li> <li>• To help in the setting up of rooms for activities, for example moving tables and chairs.</li> </ul> <p><b>Interactive Club: Specific Skills</b></p> <ul style="list-style-type: none"> <li>• As above and to be able to interpret when necessary (Somali, Urdu, Hindi or Punjabi).</li> <li>• Need to have the ability to move tables/chairs.</li> </ul>
<b>Qualities and experience required</b>	<ul style="list-style-type: none"> <li>• Experience of dealing with members of the public in a professional way.</li> <li>• Good interpersonal skills and be able to talk to a wide variety of people.</li> <li>• Empathy and an understanding of the issues that face older people.</li> <li>• Enthusiasm and reliability.</li> </ul>
<b>A commitment to the role and time required</b>	<ul style="list-style-type: none"> <li>• We would like all volunteers who join Age UK Hillingdon, Harrow &amp; Brent to join with the intention of staying for at least six months.</li> <li>• Attend an annual review meeting with your line manager.</li> <li>• Attend occasional training relevant to this role.</li> <li>• You will not undertake any form of employment (whether paid or unpaid) for any person (including Age UK HHB clients) that you have met as a result of carrying out your duties. Furthermore, you will refrain from contacting any person (including Age UK HHB clients) that you have met as a result of carrying out your duties, nor will you provide such persons with the means of contacting you directly outside</li> </ul>

	the formal means within the service.
<b>Checks to be completed for role</b>	A DBS check isn't required for the role
<b>What can you expect from volunteering at Age UK Hillingdon</b>	<ul style="list-style-type: none"> <li>• Clearly defined voluntary role within the organisation.</li> <li>• Provide induction, information and training to enable you to carry out your role effectively.</li> <li>• Support your development within the role and your personal development by offering appropriate induction, training and feedback opportunities.</li> <li>• Provide you with the policies, procedures and standards of the organisation in relation to volunteers.</li> <li>• Provide an accessible complaints procedure.</li> <li>• Provide references where needed after 6 months volunteering.</li> <li>• Out of pocket expenses.</li> </ul>
<b>Still interested?</b>	Please contact John Rout on 020 8589 0067 or e-mail <a href="mailto:JRout@ageukhnb.org.uk">JRout@ageukhnb.org.uk</a> for further details.

**Age UK Hillingdon, Harrow and Brent is committed to safeguarding and promoting the welfare of all older people and children within the London Boroughs of Hillingdon, Harrow and Brent**