**Volunteer Role Description**

**Supper & Sunday Lunch Club Leader**

***Supper Club*** – Always wanted to sample local restaurants, trying out food from around the world, but not had people to go with? Why not come with us?

***Sunday Lunch Club*** If you would like to spend time with others while enjoying a meal and a chat then join us at a local pub for Sunday lunch!

Are you a sociable person? Do you like trying different foods from around the world?  We are looking for people who would like to support two new exciting clubs that we are setting up in 2016 for people 50. We want to encourage more participation in activities at Age UK Merton by providing an excellent service and warm welcome. Our volunteers are invaluable in this. This role description sets out the main responsibilities for volunteers supporting activities.

**Role description**

* Supporting the Out & About Lead to find suitable venues for clubs
* Greet clients at the local restaurant/pub
* Facilitate conversation between clients - getting everyone chatting together, sharing food, experiences, ensuring everyone has an enjoyable experience
* Helping with the organisation of events at local establishments, this could include booking tables at venues, organising practical resources for the club, or taking client bookings and payments
* Promoting events through a range of avenues

**Skills**

* Sociable and outgoing personality
* Practical skills and good common sense
* Ability to assist with an activity or club
* Ability to understand Health & Safety and adhere to Age UK Merton policies and procedures
* Good communication skills and friendly personality
* Empathy and caring
* Team work and ability to follow instructions
* An interest in events or food