

### **Mission Statement**

*Age UK Plymouth exists to care for and work with older people, those living with dementia and their carers in and around the City of Plymouth to improve their quality of life through the promotion of choice, opportunity and independence.*

### **The Role**

We are searching for passionate and caring volunteers to join our Adult Day Centre at The William and Patricia Venton Centre, Astor Drive, Mount Gould, Plymouth or the Dementia Day Centre at The William Venton Centre, Memory Lane, Plymstock.

We run a range of activities within our Day Centre such as quizzes, learning new skills, dancing, singing, crafting, games, indoor sports, sensory activities, and much more. In the role you will be interacting with our clients, help and support the group lead, assist in setting up the room, making much needed refreshments and encouraging them to interact within the sessions.

### **Main Duties:**

- Develop relationships with service users, their carers' and staff throughout the organisation.
- To pay attention to the safety and security of service users at all times ensuring that any issues are reported to management in a timely fashion.
- Providing a friendly and welcoming environment, ensure service users, their carers' and staff are treated with dignity and respect.
- Assist with facilitating the set-up of the service when required.
- Interact with clients, help and support the group lead, and assist in the setting up of the room.
- To facilitate activities in support of clients with cognitive impairment.
- Making refreshments and encouraging clients to interact within sessions.
- To comply with the Charity's policies and procedures.
- To undertake other ad-hoc duties as and when requested.

### **Skills and Personal Qualifications**

- you need you to have a caring nature,
- good organisational skills,
- be a good listener,
- empathetic,
- enjoy being part of a team
- Reliability and good time keeping abilities.

### **Time Commitment:**

Morning, afternoon or all-day sessions – ideally a minimum of 3-hour sessions. Between the hours of 10:00 – 16:00

Day Centre, Mount Gould – Tuesday, Thursday, Friday

Dementia Day Centre, Plymstock: Wednesday & Friday

**In Return, We'll Provide:**

- Initial and ongoing training to help you build your skills and knowledge.
- Continuous support from our team, ensuring you feel equipped and confident in your role.
- An opportunity to meet and connect with our dedicated group of over 40 volunteers, both socially and through training sessions.
- Reimbursement for any reasonable, approved out of pocket expenses.
- Full insurance coverage while you are volunteering on behalf of Age UK Plymouth.

**Responsible To:**

Day Centre Supervisor