



## **Volunteer Vacancy List – July 2021**

Just a few hours of your time really does make a difference

**Our volunteering vacancies are open to anyone aged 18 years and over. We ask all volunteers to complete an application form and to provide details of two referees we can contact. Those volunteers who have contact with vulnerable older people will need to apply for a DBS check and we will organise this for you. Volunteers will be asked to attend training for the role.**

Age UK Shropshire Telford & Wrekin follow all Government guidelines with regards to the Covid-19 pandemic and will ensure the necessary hygiene and social distancing measures are in place at all times to ensure the safety of volunteers, clients and staff. Training and ongoing support will be provided for all volunteers to ensure compliance with procedures.

### **Benefits Volunteers – immediate start**

To work as an important extension to the team of Benefits Advisors employed by Age UK Shropshire Telford & Wrekin. Trained volunteers assist older people and their families in the completion of benefits claim form such as Attendance Allowance, Carer's Allowance and Blue Badge either over the telephone or in their own homes. Our Benefits volunteers do not give advice or carry out benefits checks as this is done by our advisors. Volunteers should have appropriate previous experience and ideally experience of filling in claim forms. Training and ongoing support will be provided. A DBS check is required for this role.

### **Let's Talk – Telephone Companionship for People with Dementia – immediate start**

Let's Talk is a new project aimed at reducing loneliness and isolation amongst older people living with early to mid-stage dementia in Shropshire. We are looking to recruit more volunteers from the Shropshire and Telford & Wrekin areas who are able to offer friendly and interesting conversation over the telephone on the same day and at the same time each week for at least 20 minutes. Experience of or an interest in dementia is essential. Dementia Communication and Dementia Friends training as well as ongoing support will be provided. Volunteers will be asked to provide weekly call reports and feedback any welfare concerns about the client to the Age UK Let's Talk Coordinator. A DBS check is not required for this role.

## **Day Centres – all volunteering roles to start September 2021 onwards**

Our day centres will be re-opening from September onwards. They take place weekly in Shropshire from 10am to 3pm (times vary slightly at different day centres) and offer local older people the opportunity to socialise with others, enjoy a two course hot meal and take part in a variety of social activities.

### **Day Centre Organisers**

To manage and support a small team of volunteers to run the day centre, organise a variety of activities and outings and offer company and friendship to the members. This is a great role if you enjoy team working and supervising others. This role will require a DBS check and full training and ongoing support will be provided.

#### Shrewsbury

- Castlefields, (Greenacres Community Room, Harlescott) on Mondays
- Monkmoor, (Forest Way Community Room) on Tuesdays
- Gains Park, (Edgefield Community Room) on Thursdays
- Rea Valley, (Vine Close Community Room, Hanwood) on Thursdays

#### Shropshire

- Wem (Prince William Court) on Tuesdays. Deputy organiser also required.
- Oswestry (Monkmoor Court) on Thursdays

### **Day Centre Helpers**

Helpers arrive at around 9.30am to set up, welcome members, serve refreshments, wash up, help with a range of social activities, and chat to members. This role will require a DBS check.

#### Shrewsbury (all day centres run from 10am-2.30/3pm approx)

- Greenacres, needs helpers on Wednesdays
- Gains Park, needs a helper on Thursdays
- Hanwood needs helpers on Thursdays

#### Shropshire

- Wem (Prince William Court) needs helpers on Tuesdays
- Oswestry (Monkmoor Court) needs helpers on Thursdays

### **Day Centre Treasurer**

Treasurer/administrator needed at the following day centres. You need to have an ability to work with figures and about an hour a week available. Much of the work can be done from home. This role will not need a DBS check.

#### Shrewsbury

- Castlefields, (Greenacres Community Room, Harlescott) on Mondays
- Armdale (Armdale Community Room), on Mondays
- Monkmoor, (Forest Way Community Room) on Tuesdays

## Day Centre Mini Bus Escort

To travel to and from the day centre on the mini bus accompanying members. Required from 8.45am to 10.15am and 1.30pm to 2.30/ 3pm (times may vary at different day centres). To assist members from their front door to the bus and vice versa on the return journey. Morning and/or afternoon volunteers required. This role will require a DBS check.

Shrewsbury

- Castlefields (New Park House) on Mondays
- Louise House (Roman Road) on Tuesdays
- Harlescott (Greenacres Community Room) on Wednesdays

## Mini Bus Drivers

Age Concern Shrewsbury needs minibus drivers to provide transport for members to and from day centres on Mondays. Minibus Driver Awareness Scheme (MIDAS) training provided.

## Meal delivery drivers

Volunteer car drivers required to collect hot meals and return the empty containers. Can be done as part of the day centre helper role.

- Greenacres (Greenacres Community Room) needs a car driver on Wednesdays
- Gains Park, (Edgefield Community Room) needs a car driver on Wednesdays
- Rea Valley (Vine Close Community Room) needs a car driver on Thursdays

## Retail Opportunities

Our donated furniture shop in Wellington provides a service for people who want to dispose of unwanted furniture, and for those people who want to buy good quality furniture at a reasonable price. They also provide the charity with an income that allows us to continue to provide much needed services for local older people. We are looking for volunteers to work in the following roles which do not need a DBS check. Training will be provided for all roles.

- **Van Drivers/Backroom Assistants** to drive the van and pick up and deliver larger items of furniture. Must be competent in driving and operating a 3.5 tonne box van with tail lift. Assist at the shop with the receipt of donations and collection of purchased items, managing shop stock and store layout changes. Half and full day shifts available, Monday to Saturday. Volunteers should be able to lift and move heavy items of furniture safely.
- **Van Driver's Assistants/Backroom Assistants** to assist the van driver to pick up and deliver large items of furniture. Assist at the shop with the receipt of donations and collection of purchased items, managing shop stock and

store layout changes. Half and full day shifts available Monday to Saturday. Volunteers should be able to lift and move heavy items of furniture safely.

- **Retail Assistants** who enjoy meeting the public and can offer excellent customer service. Duties include dealing with face to face and telephone enquiries, taking payment and helping to keep the shop and stock clean and tidy. Minimum of one shift a week. Full and half day shifts available. Monday to Saturday.

### Telephone Buddy

Age UK Shropshire Telford & Wrekin has a team of volunteers who provide a regular friendly telephone call to older people who would appreciate a friendly chat and enjoy conversation and sharing experiences.

We are looking for more Telephone Buddies who are happy to make a regular phone call from home and ideally have access to free calls or minutes from a landline or mobile. Telephone Buddies must be able to offer regular contact, be able to speak clearly and communicate well, provide a confidential listening ear, provide information about other Age UK services and let us know of any other assistance the older person may require. A completed application form and two references are required for this role. A DBS check is not required.

### Befriender

Prior to the pandemic, we offered a Befriending service for older people. Volunteers visit older people in their own home on a regular base for a cuppa and a chat and sometimes a short outing such as a walk. We are now resuming this service with garden/home visits.

Volunteers should have good weekday availability, be reliable, responsible, good at conversation and empathetic towards our client group, provide information about other Age UK STW services and let us know of any other assistance the older person may require. A DBS check is required for this role.

At the moment we are particularly looking for more Befriending volunteers who are car drivers.

For further details about all of our volunteering opportunities and to apply, email [volunteering@ageukstw.org.uk](mailto:volunteering@ageukstw.org.uk) or call our head office on 01743 233 123 and leave a message including your contact details for Volunteer Recruitment and we will contact you.