

DAY CENTRE HELPER**Our Mission Statement :**

Age UK Sunderland aims to promote the well-being of all older people throughout the City of Sunderland, improve their quality of life and help them maintain independence

Role Description**Main Duties:**

- To provide a friendly atmosphere for older people to meet together and enjoy lunch and each other's company
- To adhere to the relevant Age UK Sunderland policies and procedures, such as Confidentiality, Safeguarding, Health and Safety, and Equal Opportunities

Specific Responsibilities

- To provide assistance with domestic tasks including serving and/or preparing meals, dish washing, etc.
- To provide a friendly face and helping hand to service users.
- To assist day centre staff in delivering activities to the service users.
- To verbally report any concerns about service users to the day centre senior worker.
- To attend an induction session for new volunteers.
- To attend further training as required, e.g. food hygiene.
- To participate in gatherings for the support and benefit of volunteers.

Person Specification:

- The ability to work as part of a team
- Liking for and empathy with older people
- Reliability and trustworthiness

Hours of Work: Weekdays 10.00 am – 2.30 pm

Responsible to: Day Services Senior Worker

Expenses: Age UK Sunderland will repay any agreed expenses (e.g. travelling) on production of receipts/bus tickets. Forms to be completed monthly.

PLEASE NOTE: This post is subject an Enhanced DBS clearance. This means that this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and any unspent convictions must be declared. This post is subject to a 6 – 8 week trial period.