

**ESSENCE SERVICE 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**

The Essence Service is the dementia hub of the city and aims to support people in the early stages of dementia and their carer/s.

Activities run weekly from our centre in Doxford Park and at various outreach venues across all areas of Sunderland

**Main Duties:**

- To provide a friendly atmosphere for older people with early stages of dementia to meet together and enjoy activities and courses in 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 refreshments and washing up.
- To provide a friendly face and helping hand to service users
- To assist other staff / volunteers in preparing the venue for the day and leaving it clean and orderly at the completion of the day
- To verbally report any concerns about users to the staff
- To attend an induction session for new volunteers
- To attend further training as required, e.g. safeguarding, 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
- An interest in working with people with dementia
- Reliability and trustworthiness

**Hours of Work:** Variable

**Responsible to:** Service Wellbeing Organiser

**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.