VOLUNTEER ROLE DESCRIPTION

<p style="text-align:center;">**Daytime Disco Club Volunteer**</p>

Responsible to Coordinator of the service

Objective:

We are looking for volunteers that can provide help with our daytime discos. This enables people over 50 to socialise, reducing loneliness and isolation. We currently hold several clubs around the Wolverhampton area and we are looking for volunteers who can help set up the disco, greet attendees and warmly welcome any newcomers, along with packing up the daytime disco at the end of the afternoon.

What would my role involve as a Daytime Disco Club volunteer?

- Arriving at 12.15pm on 'disco day' to help with the set up.

- Greet attendees and make sure newcomers are made to feel welcome

- Be happy to have a friendly chat with our attendees

- Directing attendees to an Age UK staff member should they enquire about other services

- To report any concerns to the Age UK team

- Be an ambassador for Age UK Wolverhampton

How much time is involved?
Minimum requirement of 1 Disco per month to be agreed with the coordinator. You can stop volunteering at any time but please let us know as soon as possible.

Based at: Various venues

Expenses and Insurance:
We will cover agreed out-of-pocket expenses for volunteers (e.g. travel costs). You can claim travel expenses weekly or monthly. We will also insure you for the time you are volunteering with us. Please ensure that you only carry out tasks which have been requested of you within this volunteering role.

May 2023

Personal qualities most suited to this role:

- A calm and measured manner

- A liking for and empathy with older people

- Good time keeping, reliability and trustworthiness

- Appropriate/respectful behaviour

- Able to accept support and guidance

- Ability to enthuse and motivate people

- Willingness to undertake on-going training & development

- An appreciation of music from 50's, 60's and 70's

Skills:
- Good verbal communication skills

- Appropriate social skills in formal and informal settings

- Good listening skills

- Non-judgemental approach

- Maintain confidentiality