



Volunteer Role Description

Age UK York is an independent, local charity, that has worked to support older people for fifty years. We have over three hundred volunteers helping us to deliver services and activities for older people in York.

Volunteer role:	Day Club Driver (own car)
Service:	Day Clubs Age UK York run day clubs across the City of York. We run a number of social clubs and groups for clients with dementia.
Supported by:	Day Club Manager and Day Club Transport Coordinator
Commitment:	Weekdays, between one and five days, approx. 9am-10.30am and 2.15pm-3.30pm.
Training:	Induction training part one and part two. Moving and handling training. Additional training offered as appropriate.
DBS:	DBS required (undertaken by Age UK York).
Car:	Volunteer's own car is used – four or two door. MOT and appropriate insurance cover required. Fewer than six points on licence.
Expenses:	Mileage rate paid.

Role purpose

To transport an older person from their home to an Age UK day club, so that the older person can partake in social and meaningful and activity.

Personal qualities and experience

Day club driver volunteers are friendly, patient and understand the needs of older people. Volunteers must be willing to work within guidelines and always follow confidentiality policies. Reliability is key. Experience of volunteering with older people is useful but not essential.

Tasks and activities

- Collect the older client and assist into vehicle, ensuring safety e.g. belts.
- Move equipment into boot, such as fold up walker, frame, wheelchair.
- At the day club, assist out of the vehicle and into the day club.
- Handover to day club organiser, ensuring any issues are communicated.
- Repeat at end of day.

In return, as an Age UK York Volunteer, you will have the opportunity to:

- Enable older clients to attend day clubs which may be the only social and meaningful activity for that week.
- Be part of a friendly team and supported in your role.
- Access training and development as appropriate.



Volunteer Agreement – Day Club Driver (own car)

We ask you to:

- Work within the parameters of your volunteer role description.
- Maintain the commitment you choose to make.
- Undertake training and updates.
- Keep appointments and complete relevant paperwork.
- Keep us informed if your circumstances change.
- Inform us immediately of any new criminal convictions.
- Keep to the Age UK York policy regarding confidentiality.
- Keep to the Age UK York policy regarding data protection.
- Promote the work of Age UK York in your local community.
- Feel able to tell us if you are dissatisfied in any way.
- Keep to all other Age UK York policies and procedures, summarised in the volunteer handbook and available in full on request or via the website.

Please sign to confirm that you have read and understood the above.

Name:

Signature:

Date:

This agreement is binding in honour only, is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.