



## Volunteer Role Description

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

<b>Volunteer role:</b>	<b>Day Club Volunteer</b>
<b>Service:</b>	Day Clubs Age UK York run a number of day clubs across the City of York. We run social clubs, two clubs for those with a diagnosis of dementia and shorter half-day clubs.
<b>Supported by:</b>	Day Club Manager or Organiser
<b>Commitment:</b>	A minimum of two hours week, up to full days.
<b>Training:</b>	Induction training part one and part two. Additional training offered as appropriate.
<b>DBS:</b>	DBS required (undertaken by Age UK York).

### Role purpose

To support Age UK staff in the running of the club, with a focus on supporting the clients to engage in activities and socialising with the clients.

### Personal qualities and experience

Day club volunteers are friendly and patient. They understand the needs of older people and empathise with them. They demonstrate strong listening and communication skills. Some experience of dementia is useful for the clubs in which clients have that diagnosis. Reliability is key. Volunteers must be willing to work within guidelines and always follow confidentiality policies.

### Tasks and activities

- Help the clients to engage in activities.
- Socialise with clients.
- Play games and get involved in activities, as required.
- Organise activities if you have a particular skill you would like to share.
- Serve drinks and food (if this is a role the volunteer wishes to do and is trained to do so).
- Tidy up after food and activities.
- Other tasks as asked for by the club organiser or manager.

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

- Support older people and their carers in the City of York.
- Be part of a friendly team and supported in your role.
- Access training and development as appropriate, e.g., food safety, dementia awareness.



## **Volunteer Agreement**

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.