

Volunteer role description

What is the role?

People Development Research Volunteer

Where is the role located?

This role will be home-based and include weekly virtual check-ins with Age UK members of staff.

Why do you need volunteers for this role?

More than 1,500 dedicated members of staff make Age UK's work with older people possible. The People Development Team is responsible for their learning, development and wellbeing. It's a small team but has a lot of influence and is always working on exciting new projects. We want to do even more to support and inspire our people, so we're going to be developing a new suit of resources to help us. That's where you come in.

What will I be doing?

You'll carry out web-based research on topics such as: training, physical and mental health, and employee engagement activities. You'll be looking to draw out best practices in these areas based on learnings from different organisations and from externally produced research. You'll also be creating content for a wellbeing newsletter, information packs and other supporting collateral.

What skills, interest or experience might be helpful in the role?

- Excellent writing and communicating skills
- Fluent in English, both spoken and written
- Familiarity with conducting web-based research
- IT skills: Microsoft Office, web search engines
- Organisational skills
- Previous experience carrying out similar tasks
- Self-motivated nature (you'll need to be happy to work independently)

How often would you need my help?

We're looking for someone who could give around 7 hours per week, either on a single day or spread across multiple days, but we're flexible. We'd expect to need your support for around 3 months, but this can be extended further.

How would I be supported in this role?

Following a general induction to the organisation, you'll receive specific training from the People Development Team to set you up for success in the role. As well as regular check-in meetings, a member of staff will be available to support you as much as you need.

**To find out more please contact Alysha Adams,
People Development Manager,
alysha.adams@ageuk.org.uk**

Age UK, Tavis House, 1-6 Tavistock Square, London WC1H 9NA.
Registered charity number 1128267. Company number 6825798.

