

## Volunteer Role Description

<b>Role Title</b>	Activity Helpers
<b>Purpose of the role</b>	To interact with children and young people visiting the centres/projects and assist with activities of their choice.
<b>Where</b>	Children's services – respite and residential homes
<b>When</b>	Monday - Sunday
<b>Tasks to be undertaken</b>	Sunndach and Calareidh both have a snozelen and a play room. These provide ideal environments for the children to engage in play or multi-sensory activities. Both houses provide care for children as young as 6 months and up to 18 and in some cases through to early adulthood.
<b>Skills, Attitudes and Experience needed</b>	<ul style="list-style-type: none"> <li>• No previous skills are required as training will be given</li> <li>• Reliable and punctual</li> <li>• Willingness to learn</li> <li>• A confident, articulate and personable manner, with understanding and empathy (this may not be appropriate for all roles)</li> <li>• A good understanding of confidentiality</li> <li>• A commitment to high standards and quality service</li> <li>• Reliable and committed</li> <li>• Patience, understanding and sensitivity of the needs patients, their families</li> <li>• Adhere to all health and safety and fire regulations and to co-operate with the NHS in maintaining good standards of health and safety.</li> </ul> <p>Training is provided in all aspects of the role</p>
<b>Support &amp; supervision</b>	Staff within the Respite Centre and VSM
<b>Expenses</b>	Agreed out of pocket expenses which are incurred when carrying out this volunteer role will be reimbursed in line with the NHS Lothian volunteer expenses policy and signed off by the VSM.
<b>How to apply / what happens next (selection methods)</b>	Application Pack, Informal interview, Occupational Health Check, Disclosure/PVG
<b>Date created, by whom</b>	Laura Wark <span style="float: right;">March 2017</span>