



## Volunteer Role Outline

### Buddy Support Scheme

#### About St Johns Centre

The Aim of the Centre is to build for the future by providing a safe environment in which people from all groups within the local community can meet together for social, educational and recreational activities.

#### About Project

This project aims to bring together people, building up to over 60 users once a week to alleviate loneliness and to encourage new friendships. Initial this is for Southwark residents. They will share a soup and sarnie at the lunch time group, engage in some 'Healthy Mind and Healthy Body' sessions, listen to music and participate in a sharing library

#### The buddies' role

This part of the project will aim to train individual volunteers to support older people in the community through a programme of capacity building and a buddy scheme. As this is a developmental project we do not really know what people want and so hope to respond accordingly at the time.

All the time the participants are on site it will be the buddies who will make sure they are actively engaged. Talking, listening, helping or just having a lunch with someone.

There will be at least 5 people recruited to be buddies. There will be 2 half day training sessions for the volunteers. They will each help the over 50's or vulnerable people want to attend, they will make the initial contact and offer support to come to the group.

#### Key task for this role

is for The 'Buddies' to support individual elderly people who need company walking into the centre, they might need confidence to catch a bus here, or take the step into the hall, they may not know anyone and feel isolated.

#### Time line

The Over 60's lunch club project will run once a week from February 2019 until December 2019. Participants will be arriving from 10 and leaving by 3pm so volunteer support staff need to be on site by 9am and conclude cleaning up at 4pm. While it is envisaged that volunteers will have clear roles, everyone will work as a team when people are on site and support each other in delivering the days programme.

#### Meetings

There will be volunteer meetings held once every two months to enable good communication and ensure there is a way to feedback what works well and respond to issues quickly. You will be expected to keep in close contact with the volunteer administrator or the centre manager, as once you are on the rota it will be essential that you turn up on time and deliver the service to the user group. There will be a place on the web site for volunteers to access rota information, keep each other up to date on the progress, a place where you can add photos, or share information which is not confidential.

#### Personal qualities



It would be useful if you were computer literate with access to email and the internet for sharing information, rotas, absences etc with the centre and with the other volunteers (not essential)

- Keen and interested in working with people
- Patience, tolerance, tactful, laugh a lot
- Committed and reliable
- Likes people
- Ability to work with vulnerable people, keep confidence and offer support
- A sense of fun, happy to engage with people and team spirited.
- Any other languages would be a real bonus for our team (not essential)

### **Training required**

There will be capacity building training for buddies' enhancing skills in equal opportunities, customer care, working with vulnerable people (disability awareness) etc.

### **Protective clothing**

There is no requirement for protective clothing for this volunteer positions.

### **Confidentiality, Photography**

Confidentiality will be essential for these positions but if there are safeguarding issue the information must be shared with the volunteer support worker so they can escalate any concerns.

No photographic images can be taken without the express permissions of the person or people present. This position requires a DBS Check (Disclosure and Barring Service) as it is working with vulnerable adults. You will be asked to complete this when you complete the induction process.