

WESTDALE QUAKER HOUSING ASSOCIATION

129 Melton Road, West Bridgford, Nottingham NG2 6FG

Registered with Charitable Status under the Industrial and Provident Societies Act 1965 – No. 20126R

JOB DESCRIPTION

1. Post title:

Volunteer

2. Reports to:

Managing director, Care team leader, Senior carer's, Carer's

3. Job purpose:

To support our residents and to provide hands on work-based experience for young people aged between 16 and 18 years old.

4. General description of post:

The job description is not a definitive list of tasks or responsibilities. It is expected that the role will develop and change over time.

Principal duties and responsibilities:

- Helping to prepare evening meal (sandwiches, beans on toast etc)
- Serving residents
- Helping to clear and tidy up
- Social & Emotional support for residents
- Activities with residents

5. Qualifications/experience required:

No experience required as volunteers will be given training and work experience from staff.

6. Limitations and guide:

- Will be working directly under care staff supervision.
- May not lone work
- May not enter resident's rooms (without supervision)

Please note these positions are for 2 hours each day, between the hours of 4pm and 6pm (this can be flexible). There will be up to 7 positions available (one volunteer per day) to help young people gain valuable work-based experience and the opportunity for paid employment once they reach 18.