Thurrock Council volunteer role description

LIBRARY OVER 60S CLUB VOLUNTEER

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| **Supported by** | Thurrock Library Service |
| **Role summary** | To meet with Over 60s Club participants in a group setting, to facilitate conversation and activities (such as quizzes) as a way to help combat social isolation among the over 60s age group. |
| **Location** | The group will meet within a Thurrock Library. Travel expenses can be reimbursed and will be discussed with you. |
| **How to apply** | Complete the application form at [www.thurrock.gov.uk/volunteering](http://www.thurrock.gov.uk/volunteering)  |

**Tasks and responsibilities**

* Lead group activities as a facilitator.
* Help identify and select suitable activities for the group e.g. quizzes.
* Liaise with the staff to help set up chairs, arrange refreshments and tidy up after each session.
* Help ensure the group is as inclusive and welcoming as possible, by being aware of individual needs.
* Help promote library services, offers and resources, encouraging library membership. As well as helping promote other services’ initiatives e.g. Age Well, Alzheimer’s Society. Information will be given to the volunteer about what is available.
* Feedback to library staff and assist in evaluation of the project.
* Adhere to all health and safety, equality and data protection policies. Taking care where required. Information will be shared with you at the time of induction.

**Skills and experience**

* Good communication and listening skills. Conversations may continue for prolonged periods of time.
* To be reliable, trustworthy and have a sensitive approach to speaking with individuals of varying support needs.
* An understanding of confidentiality, being able to follow guidance to carry out the role without constant supervision.
* Willingness to learn new knowledge and skills as information will be given to help you carry out this role.

**Time Commitment**

* A minimum of 1 hour per week for the session
* There will also be initial training sessions and regular supervision/catch up meetings.

**Support you will get**

* Induction training and on-going support
* Reimbursement of agreed travel expenses

**This role requires a Disclosure and Barring Service (DBS) check.**