

Activities Assistant Volunteer Advert

Name of the service	Tameside Extra Cares
Name of Manager	
Name of volunteer post Supervisor	
Preferred hours per week/time commitment	Various times and days available
About the service	We have three extra care supported living services for older people with additional needs in the Ashton-under-lyne area
Purpose of the role	<p>We are looking for creative Volunteers to set up and run activity groups across our three extra care services in line with Service User interests.</p> <p>As part of your role you will ensure that service users are included in deciding the types of crafts and activities they would like to explore, and will plan and prepare for the sessions in advance to make sure that the materials and equipment are ready for each session. The sessions could be board games, arts and crafts, bingo, etc. You will reach out to service users to promote the activities including times and dates, and encourage people to attend. You will also ensure that the materials are tidied away and the space is left clean and tidy at the end of each session. This role is a great way to gain experience of a group facilitation role.</p> <p>As a volunteer with Creative Support we offer training for your role, access to a volunteer supervisor, an induction, a monthly Volunteer newsletter, and an online volunteer's peer support group.</p>
Volunteer duties	<ul style="list-style-type: none"> • Setting up for the activity, moving tables and chairs if necessary. • Assisting with the activity • Coming up with ideas for new sessions. • Making refreshments • Clearing away at the end of the session. • Helping to promote the sessions to service users. • Understand and work within Creative Support policies and procedures including boundaries.

Qualities Required	Essential or Desirable?
Ability to follow written and verbal instructions	Essential
Good communication skills	Essential
Punctual and reliable	Essential
Previous experience of working with / knowledge of supporting adults with support needs	Desirable

