

**Doorstep Help Volunteer Role Description**

**Responsible to**: Doorstep Help Coordinator

**Location**: Home of Befriendee, remote with phone calls, or Millman Street Community Centre where needed

**Hours**: one hour a week minimum with further details as agreed with coordinator

At Holborn Community Association we are re-introducing our Doorstep Help Project. This is aimed at reducing loneliness and isolation, while empowering older adults to continue living independently, through meaningful, fun and engaging befriending matches, with local volunteers.

Older, often house-bound people are matched with trained volunteers who visit them, usually on a weekly basis, to offer friendship and support with light practical tasks.

Following initial training and induction, a minimum commitment of one hour per week for three to six months is required.

VOLUNTEER QUALITIES

Full training will be provided, but the following skills, attitudes and personal qualities will be

essential for this role.

* An understanding nature
* Reliable
* Good communication and listening skills
* Able to treat people with dignity and respect at all times
* Able to maintain confidentiality
* Able to maintain boundaries
* Non-judgemental
* Able to work within Holborn Community Association’s policies and procedures, in particular its Health and Safety and Equality and Diversity policies
* Volunteers must also be willing and able to attend supervision meetings when required and
* seek advice and support when needed.

Expectation of DBS and training

Volunteers are in no way expected to perform personal care tasks, befriending is aimed solely at chats and support with light practical day to day tasks.

We ask that volunteers call members only with dialing 141 beforehand to ensure personal details are kept safe.

For more information about the scheme, the Doorstep Help Organiser.

Telephone: 020 7405 2493 (Option 2)

Email: felia@holborncommunity.co.uk

Address: Millman Street Community Centre, 50 Millman Street, London WC1N 3QW

**Benefits to the individual**

* DBS Check carried out on your behalf and funded through HCA
* Supervisions
* References where requested
* Access to relevant training
* Entitlement to lunch and travel expenses dependant upon further discussion with Doorstep Help Coordinator
* Gain essential person-centered skills
* Empower other members of the local community
* Make a real difference to the lives of others in the community

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

We hope to hear from you soon!