**Volunteer Role Description**

**Volunteer Reader –**

**Friends of the Elderly Malvern**

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| **Based at The Malvern Hub, Graham Road** |
| **Responsible to the Volunteer and Community Manager** |

**About the Opportunity**

Reading and literature are such huge parts of many people’s lives and we believe that everyone should, if they wish, have access to the worlds and imagination that books can open up.

Some of our residents are cared for in bed and are unable to read for themselves, and some would love to have someone to read with and chat to so we are looking for volunteers who can spend time reading to and with residents in their room or in one-on-one settings.

You don’t have to be a book or literature expert – just have a passion for helping people and a clear voice. This role may suit school, college or university students, but we welcome people from the whole community.

You can bring your own books in, some residents will have their own books, we have a library here, we can hire books from the local library or you might just be reading today’s paper – it will be up to the resident.

You will be a ‘hub’ volunteer which means you may spend time at all of our services here on Graham Road, wherever the need is greatest, and the role can be developed around the time and day/s you are able to support us.

We have three care homes here at our Malvern hub, a day centre and our home care office is here too, all on one site.

**About us**

Friends of the Elderly is a charity dedicated to supporting older people. We aspire to a society where all older people are treated with respect and have the opportunity to live fulfilled lives.

Our care homes provide high quality residential, nursing and dementia care. We also support older people in their own home with a range of services, along with day care services, befriending and small grants. We believe no older person should be lonely and should have opportunities to engage with their community.

**Our Mission**

We do this by delivering services personalised to individual needs and integrated with local communities.

**Our Values**

We will always:

* Promote wellbeing
* Strive for excellence
* Treat people with respect
* Keep everyone safe

**We are looking for people who –**

Have good and engaging verbal communication skills

Are happy spending their time unsupervised in a resident’s room or in a one-on-one setting

Are friendly, sociable, patient and caring

Work well with others

Would like to make a real difference to the lives of older people

Have empathy to the needs of people with a range of care needs including nursing and dementia needs

**What you will gain from this role –**

An opportunity to share your passion for books and literature

You will meet a diverse range of people and increase your circle of friends

Make a difference in your local community

Build self-confidence and see the difference you make to other people’s lives

You will meet other volunteers and be invited to volunteer celebrations, as well as other events and celebrations we have

There will be the opportunity to attend training courses if you wish

You’ll get a free DBS check and you will have a dedicated Support Coordinator

We can reimburse reasonable and pre-agreed expenses

**Practical considerations**

All of our volunteers will receive a charity induction and ongoing support from a Support Coordinator and training will be provided as needed.

You will need a DBS check and we will guide you through this process.

You will be given a Volunteer Handbook and Safeguarding Handbook and information on how the Charity supports volunteers.

**Process for application**

* Please complete an application form and return it to sally.mclachlan@fote.org.uk
* As the role involves working with vulnerable adults you will need a Disclosure and Barring Service (DBS) criminal records check which is free for volunteers
* You will need to provide details of two references
* An introductory meeting and induction will be arranged and you will have a dedicated Support Coordinator

We value diversity in our volunteers and welcome applications from all walks of life and all sections of the community.

*The duties and requirements in this role description are not exhaustive.*