

# POSITION DESCRIPTION



<b>Department:</b> Community Services
<b>Position:</b> Social Support ( LIFE ) Volunteer
<b>Reports to:</b> Social Inclusion Coordinator, Aged Care and Inclusion Team
<b>Time Commitment:</b> Meet with social support client on a regular basis (1-2 hours, weekly or fortnightly)

## NORTHSIDE COMMUNITY SERVICE VISION, MISSION AND VALUES

<b>Vision:</b> A fair and inclusive community					
<b>Mission:</b> Providing exceptional services that support people to improve their lives					
<b>Values:</b>	Courage	Integrity	Choice	Innovation	Collaboration

### POSITION

### OBJECTIVE

The LIFE Social Inclusion Program stands for:

- L:** Laughter
- I:** Inspiration
- F:** Freedom
- E:** Excitement

The Program enables older citizens to enjoy their life by engaging with passions old and new. This can include:

- Going to the movies, libraries, museums, nurseries or community gardens.
- Attending shows and exhibitions.
- Undertaking hobbies such as knitting, craft, painting, cooking, gardening, reading, singing, dancing, bird watching or playing a musical instrument.
- Having a cup of tea/coffee or going out for meals
- Undertaking day to day activities such as shopping and paying bills.

### KEY SOCIAL SUPPORT VOLUNTEER RESPONSIBILITIES

- Regularly meet with an older citizen to support them in undertaking day to day tasks and engage in community activities.
- Uphold the values of commitment and reliability while respecting the confidentiality and privacy of program participants at all times.
- Conduct each outing in a professional, competent and caring manner.
- Respect the independence of program participants.
- Contact staff immediately if you have any concerns relating to the health or wellbeing of program participants.

- Arrange to meet at mutually agreed times and notify Northside of any changes.
- Understand and follow all guidelines, policies and procedures provided by Northside.
- Undertake Volunteer Induction and Training.
- Complete a monthly report on number of visits/hours completed and provide feedback on your volunteer experience by completing a quarterly evaluation report.

### **REQUIREMENTS OF THE POSITION**

- Hold a current *Working with Vulnerable People Card* and *Driver's Licence - C Class*.
- Ability to work and communicate with a diverse range of people from various backgrounds, including older citizens.
- Ability to work independently and take responsibility for own actions and behaviour and how this impacts on others.

### **BENEFITS OF VOLUNTEERING@NORTHSIDE**

- Play a significant role in:
  - developing the skills of older people.
  - providing meaningful social contact for older people.
- Develop your own social support skills.
- Attain references to be used for work or other relevant applications.
- Opportunities to access the training and development activities offered by Northside.
- Kilometre reimbursement.
- Be part of the dedicated, caring and supportive Northside team!

### **CONTACT US**

To express interest, please do not hesitate to contact Clinton our volunteer coordinator via:

Email: [volunteer@northside.asn.au](mailto:volunteer@northside.asn.au)

Phone: 6171 8028

