




## Volunteer Role Description

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| <b>Role Title:</b>            | Music and/or Drama Volunteer  |
| <b>Location:</b>              | Huntingdon - Saxongate  |
| <b>Day/Time required:</b>     | Flexible. ASAP  |
| <b>Manager:</b>               | Zoe Laidler   |
| <b>Organisation overview:</b> | Papworth Trust is a leading disability charity. Our vision is a world where disabled people are seen for what they can do, and our mission is for disabled people to have equality, choice and independence.  |
| <b>Service overview:</b>      | <p>Papworth Trust's Day Opportunities service provides leisure, learning and work-related activities to more than 300 disabled people. We support customers with physical and learning disabilities ranging from mild to moderate to more complex needs from five locations in the East of England.</p> <p>We offer a rich and diverse programme of recreational, learning and employment opportunities from our centre's facilities in Huntingdon.</p> <p>We're a very friendly and welcoming service with enthusiastic, skilled and experienced staff and volunteers who support individuals to achieve their personal goals and aspirations.</p>   |
| <b>Description of role:</b>   | <p>We are looking for a volunteer to assist our upcoming music and drama activities in Huntingdon, supporting individuals with disabilities. Are you...</p> <ul style="list-style-type: none"> <li>• enthusiastic</li> <li>• respectful of participants</li> <li>• a good listener</li> <li>• willing to share their interests and ideas</li> <li>• happy and confident in leading a group and gathering and encouraging their ideas,</li> <li>• open minded</li> <li>• willing to encourage input from all participants and to notice different kinds of input</li> <li>• happy to perform alongside the participants and support them in their performances</li> </ul> <p>You will work with customers and staff to discover the talents, ideas, songs and stories they want to share. Various elements will be used to support this process to reflect the interests and inspirations of the participants potentially including music, drama and visual art.</p> |

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| <b>Key tasks:</b>                | <p>As relationships and consistency are key to the project the same staff/volunteer each week wherever possible should be the aim. These staff/volunteers will be fully involved in the delivery of each session and will need to be available for the following each week:</p> <ol style="list-style-type: none"> <li>1. Email contact: Staff/volunteer will need to be able to access emails to read the session plan before the sessions, and be available for limited email liaison for feedback, session planning etc.</li> <li>2. Team briefing session: Five minutes prior to the arrival of the customers to share the goals and aims for the session and answer any questions about the session plan</li> <li>3. Session delivery: Sessions will begin with all participants and staff/volunteers together going through the activities for the session.</li> </ol> <p><b>INCLUDE THE FOLLOWING TEXT IF THE ROLE INVOLVES CHILDREN OR DISABLED PEOPLE UP TO 25 YEARS OF AGE:</b><br/>Volunteers will not be engaged in "Regulated Activity" as defined by Schedule 4 to the Safeguarding Vulnerable Groups Act 2006 (as amended). This includes assisting people with personal or health care, and undertaking activities with children that are not supervised by staff.</p> |
| <b>Benefits of volunteering:</b> | <ul style="list-style-type: none"> <li>• Become part of a passionate and supportive team.</li> <li>• Help make a real difference to the lives of disabled and disadvantaged people.</li> <li>• Gain new experiences and develop skills and confidence.</li> <li>• Meet new people.</li> <li>• Spend your time doing something that is worthwhile and rewarding</li> <li>• Reimbursement of reasonable travel expenses</li> <li>• Certificated training provided to prepare you for your role</li> <li>• Day to day support from a designated member of staff</li> <li>• Have fun!</li> </ul>   |
| <b>Training available:</b>       | <ol style="list-style-type: none"> <li>1. Safeguarding Vulnerable Adults</li> <li>2. Child Protection in Health and Social Care</li> <li>3. Equality and Diversity</li> <li>4. Data Protection in Health and Social Care</li> </ol>  |

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|                             | 5. Local induction<br>6. Health & Safety   |
| <b>Contact Information:</b> | Papworth Trust Volunteering Department<br> 01480 357292<br> <a href="mailto:volunteering@papworthtrust.org.uk">volunteering@papworthtrust.org.uk</a><br> <a href="http://www.papworthtrust.org.uk/volunteering">www.papworthtrust.org.uk/volunteering</a> |