

Wellbeing Volunteer Role Descriptions

Purpose of Volunteer roles

Our Volunteers play an integral part in helping us to deliver our mission of ensuring that everyone affected by dementia in Kent and Medway are provided with the knowledge, support and care that they need to take control of their lives, take part in family and community life and manage their symptoms.

Benefits of Volunteering with us include:

- Induction programme
- Additional optional 'in house' training
- Ongoing support
- Expenses paid.
- Full insurance cover
- Volunteer recognition events.

Post Diagnostic Volunteering Roles:

Singing Back the Memories Volunteer

Supported by: Post Diagnostic Team, Head of Community Care and Wellbeing Services

Commitment: A minimum of two hours per week

DBS: Required (Undertaken by ADSS)

Service Description:

Singing Back the Memories provides an opportunity for fun social interaction using various musical interventions. The session offers the opportunity to sing along with well-known songs, as well as to learn new songs. Participants are also encouraged to use percussion instruments, and to take part in movement activities. It also provides the opportunity to meet others affected by dementia in a safe space, to share experiences, learn from each other, and develop coping strategies and friendships. Evidence shows that musical interventions, including singing, can improve cognitive ability and mood, and builds confidence.

Role Purpose:

Each Singing Back the Memories group requires the support of at least one volunteer. The volunteer would be needed to support with welcoming attendees and their loved ones to the venue, ensuring that new attendees are supported throughout the session to enable them to fully participate, if necessary. Supporting the co-ordinator with using equipment, picking song choices on you tube and putting up on the screen. Making refreshments. Supporting the co-ordinator to put out and put away tables and chairs for the session.

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Personal qualities and experience:

- A nice singing voice is not required; the confidence to hold the attention of a room of people is necessary. Patience, compassion and empathy are also required.
- Confidence when using I.T. equipment (use of a projector, laptop)
- Good communication skills, with the ability to change communication styles to meet the needs of the people we support.
- An understanding of professional boundaries, safeguarding and health and safety, with a commitment to confidentiality.
- An interest in the diverse needs of people living with dementia and their Carers.

Tasks:

- Interacting with people that attend our groups.
- Enabling people that attend to take part in group related activities.
- Support with monitoring attendees to ensure full engagement.

Venues and timings:

Northfleet, 1st and 3rd Mondays of Month, 2.30-4 pm, St. Botolph's Church Hall, Northfleet
Swanley, 1st and 3rd Fridays of the Month, 11.30-1pm, St. Peters Community Centre, Swanley
Dartford, 2nd and 4th Friday of the Month, 10.30-12.00, Tree Community Centre, Dartford

Also in Sittingbourne, Faversham and Leysdown each twice monthly.

Active Bodies Volunteer

Supported by: Post Diagnostic Team, Head of Community Care and Wellbeing Services

Commitment: A minimum of 2 hours per week

DBS: Required (Undertaken by ADSS)

Service Description:

Active Bodies, Active Minds is for people living with dementia to enable them to get the physical, mental, and emotional wellbeing effects of taking part in physical activity in a supportive environment, amongst peers. Some activities may also be open to family members and carers of someone living with dementia. It provides an opportunity for fun social interaction whilst taking part in physical activity and learning new skills or taking part in previously enjoyed hobbies or pursuits. It also provides the opportunity to meet others affected by dementia in a safe space to share experiences, learn from each other and develop coping strategies and friendships.

Role purpose:

Support the co-ordinator with meeting and greeting all participants. Signing register. Engaging with all participants, encouraging interaction and engagement. Supporting the co-ordinator to identify any risks. Monitoring alongside the co-ordinator anyone with mobility issues. Supporting any new attendees to feel included and part of the group. Initiating conversations and keeping conversations flowing throughout the session. Making

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refreshments if required. Supporting the co-ordinator to put out and put away any equipment.

Personal qualities and experience:

- Good, effective communication and engagement skills
- Active Listener, empathetic and interested in the diverse needs of people living with dementia and their cares.
- Physically able to take part in all activities.
- Understanding of professional boundaries, safeguarding, health and safety and the importance of confidentiality.

Tasks:

- Interacting with people that attend our groups.
- Enabling people that attend to take part in group related activities.
- Support with monitoring attendees to ensure full engagement.

Venues and timings:

Summer Schedule

Walk and Talk, Gravesend and Dartford

Pétanque, Gravesend

Crazy Golf, Bluewater Greenhithe

Tea Dance, Instead Rise, Gravesend and Swale

Arts and Crafts, Gravesend and Dartford

Chair Fit, Gravesend and Dartford

Cycle for All, Cyclo Park, Gravesend

Pitch N Put, New Ash Green

Dementia Café Volunteer

Supported by: Post Diagnostic Team, Head of Community Care and Wellbeing Services

Commitment: A minimum of 2 hours per week

DBS: Required (Undertaken by ADSS)

Service description:

The Dementia Café is a service for those living with dementia and/or their family, carers and/or significant others. It offers access to information and advice regarding living with dementia from trained and experienced staff and volunteers. Other organisations are also invited to attend to speak on additional topics such as legal and financial matters, safety and security in the home and other health matters. The service provides an opportunity to meet others in a safe space to share experiences, learn from each other and develop coping strategies and friendships. The Café also provides an opportunity for fun social interaction through activities such as tabletop quizzes and musical entertainment.

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The Dementia Café service is based on the concept developed by Dr Bere Miesen to reduce the stigma that can be associated with dementia and to reduce the suffering that people experienced through being alone.

Role purpose:

Each Dementia Café requires the support of at least two volunteers. The volunteers are needed to support the wellbeing co-ordinator to meet and greet, sign in register and write out name labels. Ensuring new attendees are made to feel welcome. Circulate around each table mingling and engaging in conversations with all attendees and their Carers. Supporting activities, quizzes and bingo, raffle. Making refreshments for participants of the café.

Personal qualities and experience:

- Good, effective communication and engagement skills
- Active Listener, empathetic and interested in the diverse needs of people living with dementia and their cares.
- Physically able to take part in all activities.
- Understanding of professional boundaries, safeguarding, health and safety and the importance of confidentiality.

Tasks:

- Interacting with people that attend our groups.
- Enabling people that attend to take part in group related activities.
- Support with monitoring attendees to ensure full engagement.

Venues and timings:

West Kingsdown, 1st Tuesday of the Month, 10.30-12.30, The Village Hall, West Kingsdown
Shorne, 3rd Tuesday of the Month, 1.30-3.30, Shorne Village Hall, Shorne
Dartford, 3rd Wednesday of the Month, 1.30-3.30, Temple Hill Community Hall, Dartford
Longfield, 3rd Thursday of the Month, 1.30-3.30, Longfield Working Mans Club, Longfield
New Ash Green, 4th Thursday of the Month, 10.30-12.30, Redlibbets Golf Club, Sevenoaks
Swanley, 2nd Friday of the Month, 1.30-3.30, St. Peters Community Centre, Hextable
Gravesend, 3rd Friday of the Month, 10.30-12.30, The masonic Hall, Gravesend
Guru Nanak, 1st and 3rd Thursday of the Month, 10.30-12.30, Guru Nanak Wellbeing Centre

Peer Group Volunteer

Supported by: Post Diagnostic Team, Head of Community Care and Wellbeing Services

Commitment: A minimum of 2 hours per week

DBS: Required (Undertaken by ADSS)

Service description:

Peer Support is a service for those living with dementia who have recently been diagnosed and/or are experiencing mild to moderate symptoms of the condition. It provides an opportunity to meet others living with dementia in a safe space, to share experiences, learn from each other, and develop coping strategies and friendships. It also provides access to information and advice from trained and experienced staff and volunteers. We offer

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separate Peer Support Groups for those living with young onset dementia in recognition of the differences in impact of diagnosis and support available.

Evidence shows that Peer Support helps people manage chronic illnesses, cope with stress or emotional and psychological challenges, and engages those who are poorly reached by health care systems and interventions. Peers can offer each other emotional support, they can share knowledge and skills, provide practical assistance, and connect each other with resources and opportunities, as well as providing a community of support.

Role purpose:

Kindred Spirits providing a bespoke service for people living with a diagnosis of young onset dementia and their loved ones/carers. An opportunity to socialise and be part of an exclusive group, who all have the same things in common.

Carer Peer Group and Carer Lunch Club, an opportunity for carers to have some respite whilst being with others in the same situation as themselves.

Peer Groups, giving the person living with Dementia the opportunity to socialise in a safe and nurturing setting. Also, an opportunity to use communication skills effectively.

Personal qualities and experience:

- Good, effective communication and engagement skills
- Active Listener, empathetic and interested in the diverse needs of people living with dementia and their cares.
- Physically able to take part in all activities.
- Understanding of professional boundaries, safeguarding, health and safety and the importance of confidentiality.

Tasks:

Kindred Spirits: Kindred Spirits to support the co-ordinator to provide a bespoke service for young onset people and their Carers. By view of the fact that they are pre 65 yrs, interest in social activities is slightly different to that of an older person. Socialising and normalisation are paramount. Being in contact with others in the same position, having the opportunity to feel comfortable communicating with peers, volunteers and staff alike.

Carers Peer: Carer Peer Group and Carer Lunch Club, volunteers to support co-ordinator with initiation of diverse conversations and supporting the flow of conversations. Being empathetic around sensitive subjects, providing support to the carer if necessary. Using active listening to help the carers find their own answers. Helping to make the quality time available to the carer be uplifting, empowering and enjoyable. Volunteers to have the ability to observe and instinctively be able to work situations, so that all feel included. Making light refreshments, washing up, putting out and putting away tables and chairs with the co-ordinator.

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Peer: Peer Groups, supporting the Co-ordinator to keep conversation flowing. Nurture and support participants with listening skills, cognitive processing skills and use of expressive language skills. Support the co-ordinator with being creative and having diverse conversations of interest to the participants of the group all with a diagnosis of Dementia.

Venues and timings:

Kindred Spirits Cafes, 1st and 3rd Tuesday of the Month, 6.30-8.30 pm, various venues

Carer Peer Group, 2nd Saturday of the Month, 10.30-12.30 pm, Chalk Parish Hall, Chalk
Carer Lunch Club, 1st Thursday of the Month, 12.30-2.30 pm, Bartella's, Meopham

Peer Groups

Swanley, 1st and 3rd Wednesday of the Month, 10.30 -12 pm, St. Peters, Swanley
Gravesend, 2nd and 4th Wednesday of the Month, 10.30-12 pm, Safeharbour, Northfleet
Dartford, 2nd and 4th Wednesday of the Month, 1 pm-2.30 pm, Temple Hill Community Hall

Post Diagnostic Office Volunteer

Supported by: Post Diagnostic Team, Head of Community Care and Wellbeing Services

Commitment: A minimum of 2 hours per week

DBS: Required (Undertaken by ADSS)

Role description:

To be part of the volunteer team that enables and empowers people affected by dementia to socialise and live well. You will help to ensure people living with dementia are not isolated and able to reach their potential. To provide office function support to the PDS Team.

Tasks:

- Answer calls and take messages for the team.
- Assist with check in and group reminder phone calls.
- Photocopying
- Devising quizzes
- Scanning and saving documents
- Inputting and processing data
- Preparing postal packs
- Printing and posting letters.
- Tea, coffee stock checks, tidying activity resources cupboards.
- Ordering resources for activities
- Researching entertainers, activities and venues for events or groups.

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Time:

Ideally a minimum of 4 hours per week on a regular basis, between 9:00am-5:00pm

Personal qualities and experience:

- An interest in the diverse needs of people affected by Dementia.
- A good communicator, a sense of humour, flexibility and a team player
- Computer and telephone skills
- A commitment to confidentiality
- An understanding of professional boundaries, safeguarding and health and safety
- Reliability and good time keeping
- HR experience either at management level or below
- Be able to use own initiative.
- Active listener with empathy and understanding.
- Confident in own abilities