

Volunteer Role Description



Community Engagement: Volunteer Activity Leader

The Wimbledon Guild is dedicated to supporting ageing, encouraging mental wellbeing and tackling poverty throughout the London Borough of Merton. We support as many local people as we can and help them through challenging periods of their lives. Our aim is to be there for anyone who might need our help.

What will you be doing?

- Coordinating and leading an activity.
- Working with one or more volunteer assistants, you will be setting up the room/venue so it is suitable for your activity.
- Welcoming and chatting with our customers.
- Assisting with our customer's mobility needs (if necessary).
- Keeping a register of attendance (data needed for funding and statistical purposes).
- Taking activity fees.
- Obtaining customer feedback.
- Ensuring that the health & wellbeing of customers and volunteers is maintained.
- Encouraging customer participation.
- Working closely with the Community Engagement Team to carry the activity forward.
- Occasionally accompanying our customers and driver on excursions/offsite activities

Is this role right for you?

- Our volunteers don't need any particular qualifications or experience, just a passion for helping others. Any skills or interests you have may be useful so please let us know when you apply.
- Flexibility, patience, and the ability to work in a team are essential, as are having a sense of humour and lots of enthusiasm.

Who will you volunteer with?

- You will be part of Wimbledon Guild's volunteer team helping to improve older people's lives in Merton. You will be leading an activity, normally alongside one or two other volunteers.

What is the commitment?

- Our activities usually take place in the mornings and/or afternoons during the week. We have lots of volunteer opportunities so there is flexibility to suit all.
- Adhering to Wimbledon Guild policies and procedures, including data protection and confidentiality.

What can you expect from The Wimbledon Guild?

- A satisfying and rewarding experience.
- Feeling part of a vibrant and dedicated team.
- Full support from the Wimbledon Guild including a thorough induction to the Guild and your role.
- Training where necessary. This may include disability awareness and mobility assistance training (great for your CV!).
- Reimbursed out of pocket expenses.

Get in touch and make a difference!

**Please be aware some roles will require a criminal record (DBS) check.*

In compliance with the Data Protection Act 1998 all personal data gathered will be stored in a secure environment by the Wimbledon Guild and may be used for marketing purposes. We do not share your data with third parties. Registered Charity No. 200424.

Contact our Volunteer Manager for more information and an application form.

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